

**ENGINEER'S REPORT
BOROUGH OF HILLSDALE
DECEMBER 1, 2015
DATE OF REPORT: November 24, 2015**

1. FUNDING / GRANTING OPPORTUNITIES (YEAR 2015-2016)

Per the request of the Borough, Neglia Engineering Associates has researched funding / grant application programs available to the Borough based on the current assets and infrastructure to-date. A list of the potential applications available to the Borough and the anticipated submission dates, as revised, are provided below for review and consideration for planned improvements within the community.

Joseph E. Neglia, PE, PP, PLS
CEO, Chairman of the Board

Michael J. Neglia, PE, PP, PLS
President

Gregory Polyniak, PE, PP

Michael F. Berliner

Thomas R. Solfaro, PE, CME

Daniel Kaufman, PE, PP

Brian Intjndola, PE

Civil Engineering

Municipal Engineering

Landscape Architecture

Traffic Engineering

Planning

Land Surveying

Construction Management

Locations:

■ 34 Park Avenue
P.O. Box 426
Lyndhurst, NJ 07071
Tel: 201.939.8805
Fax: 201.939.0846

■ 1119 Raritan Road
Suite 2
Clark, NJ 07066
Tel: 732.943.7067
Fax: 732.943.7249

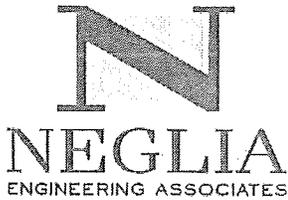
www.negliaengineering.com

FUNDING / GRANT PROGRAM SUBMISSION DATES	
Fund / Grant Name	Anticipated Submission Date
Federal	
Safe Routes to Schools (SRTS)	To Be Determined
Community Development Block Grant (CDBG)	Submitted October 9, 2015
Hazard Mitigation Assistance (HMA)	
Hazard Mitigation Grant Program (HMGP)	After Major Disaster
Pre-Disaster Mitigation (PDM)	To Be Determined
Flood Mitigation Assistance (FMA)	To Be Determined
Public Assistance (PA)	After Disaster & State of Emergency Declared
State	
Municipal Aid - 2016	Submitted October 16, 2015
County Aid	To Be Determined
Local Aid Infrastructure (LAIF - Discretionary Funding)	Submitted on August 11, 2015
Bikeways	No Submittal
Safe Streets to Transit (SSTT)	No Submittal
Transit Village	No Submittal
Local Bridges, Future Needs	To Be Determined
Green Acres / Blue Acres Funding	To Be Determined
County	
Open Space, Recreation, Farmland & Historic Preservation	Submitted August 28, 2015
Municipal Park Improvement	No submittal
200 Club Funding	Quarterly

2. ITEMIZED LIST AND STATUS OF SUBMITTED GRANTS (YR 2014-15)

Per the request of the Borough, Neglia Engineering Associates prepared an itemized list of grant applications that this office prepared and submitted to regulatory agencies for consideration in the year 2015-2016. They are as follows:

ITEMIZED LIST AND STATUS OF SUBMITTED GRANTS			
Grant	Date Submitted	Anticipated Decision	Review Status
NJDOT Municipal Aid Grant Application - Hillsdale Avenue Roadway Improvements	10/16/2015	Spring / Summer 2016	Under Review
NJDOT Local Aid Infrastructure Fund - Hillsdale Avenue Roadway Improvements	8/11/2015	Spring / Summer 2016	Under Review
Bergen County Open Space Trust Fund - Hillsdale Outdoor Fitness	8/28/2015	Spring 2016	Under Review
Bergen County Community Development Block Grant FY 2016 - Hillsdale Firehouse ADA Door Openers	10/9/2015	Spring / Summer 2016	Under Review



3. **NJDOT MUNICIPAL AID GRANT (SADDLEWOOD DRIVE) & NJDOT DISCRETIONARY AID GRANT (KENT ROAD AND BAYLOR AVENUE)**

The NJDOT Discretionary Aid application funding for Kent Road and Baylor Avenue improvements were awarded in the amount of \$250,000 in March 2014. Per correspondence received from the NJDOT, the NJDOT Local Aid Infrastructure Fund application funding for the Saddlewood Drive improvements was awarded in the amount of \$149,000 in May 2014.

The NJDOT final inspection was concluded on October 5, 2015 and a final inspection letter was submitted to our office dated October 7, 2015 confirming the project was constructed in compliance with NJDOT requirements. Neglia Engineering Associates awaiting contractor's outstanding documents for final municipal closeout. Subsequent to municipal closeout, NJDOT closeout and grant reimbursement would occur.

4. **HILLSDALE MUNICIPAL LANDFILL – METHANE GAS SURVEY & GROUNDWATER MONITORING (YEAR 2015)**

Neglia Engineering Associates solicited firms for the semi-annual groundwater monitoring and the quarterly methane study and received two bids for the methane gas survey. Subsequently our office submitted a recommendation letter to the Borough on December 1, 2014, recommending that the Borough authorize Partner Engineering and Science, Inc. to perform the methane gas survey for a total bid of \$10,600 which represents the Base Bid (January 2015 testing for \$2,800) and the Alternate Bid (April 2015, July 2015 and October 2015 testing for \$7,800).

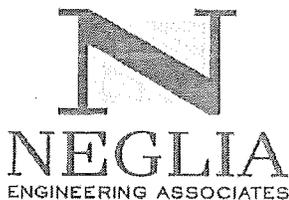
Our office received the 2015, 3rd quarter methane gas migration survey report prepared by Partner Engineering on July 16, 2015 and forwarded the same to NJDEP and the Borough to satisfy the Year 2015 Quarterly Methane Monitoring Requirements. Due to a potential anomaly identified in the report, supplemental testing was performed on August 31, 2015 and a corresponding report, dated September 1, 2015, was prepared by Partner Engineering and submitted to our office. The report was forward to NJDEP on September 3, 2015.

The 2015, 4th quarter methane testing was scheduled from October 21, 2015 to October 30, 2015. Neglia Engineering Associates submitted the requisite residential notices to the Borough of Hillsdale on October 16, 2015 for distribution. Once the monitoring results are received from Partner Engineering, a copy will be submitted to NJDEP and the Borough.

During December 2015, NEA will submit quote solicitations for Year 2016 methane survey and groundwater services. A recommendation package will be provided prior to January 1, 2016. These services must be awarded at the first Year 2016 Mayor and Council meeting.

5. **HILLSDALE MUNICIPAL LANDFILL**

On February 12, 2015, the Borough of Hillsdale (Sue Witkowski, Borough Administrator; Donald Russell, Borough DPW Superintendent) and Neglia Engineering Associates (Gregory Polyniak) attended a meeting with NJDEP Solid Waste Permitting and NJDEP Enforcement. At the meeting, the NJDEP reviewed the site and explained the items that needed to occur and items that needed to be provided to be in compliance with the NJDEP Landfill Closure Approval. On February 27, 2015 Neglia Engineering Associates issued an NJDEP Compliance Item List and Schedule to the NJDEP.



Neglia Engineering Associates issued a status update email on March 31, 2015 as it related to the NJDEP Compliant Item List and Schedule. Neglia Engineering Associates received an enforcement letter in the mail pertaining to the landfill as it related to our February 12, 2015 NJDEP Enforcement Meeting on April 27, 2015. Mr. Gandhi stated that the Borough should not be concerned as long as it is following the previously issued action item schedule for the landfill. Mr. Gandhi noted that he has been receiving the individual items upon completion. He is aware that the Borough is attempting to satisfy the individual compliance items.

The following items have been completed within the last month:

- Item #1 – Maintain Field Methane Alarm System. (The methane field sensors installation and startup was completed on November 12, 2015.)
- Item #3 - Provide Photographs Illustrating Methane Alarm System Functionality. (Pictures were taken during the November 20, 2015 training session with the contractor. The photographs will be submitted to NJDEP before the end of November)

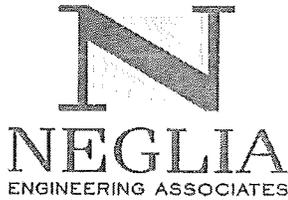
There are other open items that need to be addressed in the coming months. As these items are completed, the Borough must inform NEA, to permit our office to inform NJDEP Enforcement. It shall be noted that the outstanding items must be completed or potential NJDEP Enforcement Action will occur. Below is a list of outstanding & on-going maintenance items:

- Item #2 – Maintain Leachate Manhole Functionality. (On-going maintenance)
- Item #15 - Address all erosion areas, slope issues, etc. after mowing and maintaining slope. (On-going maintenance)
- Items #20 - Address and maintain the existing field surface to address settling and ponding. (On-going maintenance)
- Item #21 - Prepare and provide before and after pictures for any maintenance activities. (On-going maintenance)
- Item #22 - Address slope erosion on eastern slope. (On-going maintenance)

The Borough of Hillsdale shall note that some items that were excluded from the list above require on-going maintenance and monitoring. This work is on-going and shall be tracked for compliance purposes.

The Borough of Hillsdale met with NJDEP Permitting and Enforcement on October 13, 2015 as a follow-up to the initial inspection. During the inspection, the building methane sensors that were installed in September 2015 were inspected. NEA submitted an updated response letter to NJDEP following the October 13, 2015 meeting on October 21, 2015. Although some of the outstanding items noted above require on-going maintenance, a majority of the non-compliance items identified in the original meeting with NJDEP have been addressed. Therefore per the NJDEP, we anticipate an updated Warning Letter from NJDEP with a reduction of non-compliance to follow.

Based upon correspondence from First Environmental, Sunita Dhar, on November 12, 2015, NJDEP Air Compliance and Solid Waste Bureau requires quarterly landfill gas sampling for at least one year from the landfill vents. First Environmental will be providing a services proposal to perform air quality monitoring. NEA will forward to the Borough once acquired.



The NJDEP requested an Operation and Maintenance Manual on November 6, 2015 for the Hillsdale Landfill. We understand that the prior Borough Engineer will provide a copy of the Operation and Maintenance Manual to the Borough for submittal to NJDEP. We understand that this manual was previously required as part of the post closure approval. We re-iterate the importance of supplying this document to NJDEP to ensure no NJDPE enforcement action against the Borough.

6. HILLSDALE CENTENNIAL FIELD GAS SENSORS

Neglia Engineering Associates in conjunction with the Borough DPW Superintendent, has inspected the field methane sensor system and alarm equipment box. Neglia Engineering Associates submitted quote solicitations to prospective contractors to furnish and install gas sensors at Centennial Field.

The Borough of Hillsdale, through Resolution #15137 awarded and adopted a Non-Fair and Open Contract for Electrical Services to Quality Electrical Const. Co. on June 9, 2015 in the amount of \$35,347.00. The contractor completed the installation of the field sensors, monitors, and performed a startup on November 12, 2015. The NJDEP was notified of the startup on November 10, 2015 as requested. A subsequent training session was conducted on November 20, 2015. At this time, municipal closeout will follow.

7. HILLSDALE RAILROAD STATION PROJECT (BERGEN COUNTY HISTORIC PRESERVATION TRUST FUND 2014)

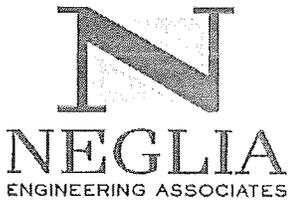
Per the direction of the Governing Body, Neglia Engineering Associates submitted an application to Bergen County Open Space on October 31, 2014.

In accordance with N.J.S.A. 40:12-15.3(d), the County of Bergen proposed to allocate \$100,000 to the Borough of Hillsdale Railroad Station Roof Repairs from the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund for the Trust Fund's 2014 County Program. The County of Bergen, mailed an award letter, along with a resolution and grant agreement to the Borough on September 16, 2015.

The Borough of Hillsdale completed the grant agreement. The Borough of Hillsdale was notified to secure NJ Transit's signature on the agreement by our office on October 21, 2015. Upon securing the signature, the Borough of Hillsdale shall submit the agreement directly to the County of Bergen. This signed agreement shall be forwarded to Bergen County expeditiously in order not to jeopardize the grant.

8. BERGEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT – HILLSDALE TRAIN STATION RESTROOM

Neglia Engineering Associates identified the availability of a Bergen County Community Development Block Grant in October 2014. The Borough identified a need for ADA restroom accessibility improvements within the Hillsdale Railroad Station located at Broadway and Hillsdale Avenue in November 2014. An endorsing resolution was submitted to the Borough for adoption during the December 2, 2014 Mayor and Council Meeting. Based upon the Borough's direction, Neglia Engineering Associates prepared documents and submitted an application on December 2, 2014 in pursuit of grant funding for ADA restroom accessibility improvements within the Hillsdale Railroad Station located at Broadway and Hillsdale Avenue. The County of Bergen, mailed an award letter, in the amount of \$49,800 to the Borough on August 25, 2015.



Neglia Engineering Associates submitted a completed County of Bergen Contract (Contract Number: PV-01-15) and four copies of the municipal endorsing resolution to Carmela Sciglitano, Bergen County Community Development, on October 22, 2015.

9. DRAINAGE ISSUES AT 271 WIERIMUS ROAD

Neglia Engineering Associates met with the DPW on Friday, May 15, 2015 to inspect the storm main and associated erosion at 271 Wierimus Road. Based upon our on-site inspection and continued investigation, it appeared that the existing storm main conveyed stormwater from Craig Road, Alpine Terrace, View Terrace, Horizon Terrace. The stormwater system traveled through an existing twenty foot wide easement located on Block 202, Lots 2, 18.02, 19, 21, 22, 29, 30 and 33 in the Borough. Ultimately, the system discharged flow into the Wierimus Road storm sewer system.

The specific area of concern appeared to be located between Horizon Terrace to Wierimus Road within Lot 2 and Lot 18. At this location, it appeared that the existing corrugated metal storm pipe had eroded and had begun to exhibit failure.

As requested by the Borough of Hillsdale on October 15, 2015, Neglia Engineering Associates prepared a cost estimate on October 26, 2015 and a professional services proposal, for review and consideration, on November 3, 2015. The preliminary cost estimate for the conveyance system improvements totaled \$285,330.00.

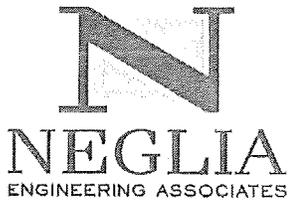
10. ROAD PROGRAM 2015

We understand that the Borough of Hillsdale intends to appropriate approximately \$452,000 for the 2015 Road program. Per the requirement of the Governing Body at the March 3, 2015 Mayor and Council Meeting, Neglia Engineering Associates prepared an initial, preliminary estimate for roadway improvements for all municipal roadways within the Borough of Hillsdale. The estimate illustrated an approximate overall budget of \$46.5 million to address the 44.4 miles of municipal roadway. This estimate was issued to the Borough of March 9, 2015.

Subsequently, per the Borough's request, Neglia Engineering prepared engineering estimates for municipal roadways selected by the Borough. The roadways and their engineer's estimate's budgets were issued on March 24, 2015 and were as follows:

- Everdell Avenue from East Liberty Avenue to Piermont Avenue (approximately 1,095 LF) - \$121,347
- Sycamore Avenue (approximately 1,085 LF) - \$117,207
- Lafayette Avenue (approximately 820 LF) - \$137,886

The Borough of Hillsdale received bids on October 15, 2015. On October 19, 2015, NEA issued an award recommendation package for review and consideration by the Borough. Through Resolution #15234 the Borough of Hillsdale awarded the contract for the 2015 Road Program, to D&L Paving Contractors, Inc., 681 Franklin Avenue, Nutley, New Jersey 07110, in the amount of \$307,802.69 for the base bid. The executed contract was submitted to the Borough on November 23, 2015. Once signed and executed by the Borough, our office will schedule a pre-construction meeting. Construction will commence after April 4, 2016 with an anticipated duration of 45 calendar days.



11. 2016 NJDOT MUNICIPAL AID PROGRAMS

Neglia Engineering Associates identified the availability of State Aid Programs that will be available for the 2016 Fiscal Year. The programs include Municipal Aid, Bikeways, Safe Street to Transit and Transit Village. The Mayor and Council identified Hillsdale Avenue as a candidate for submittal of the NJDOT Municipal Aid Grant. An endorsing resolution was submitted to the Borough on September 11, 2015 for approval at the October Mayor and Council meeting. NEA received the requisite endorsing resolution and submitted a complete application to NJDOT on October 16, 2015. We anticipate a tentative decision for the grant awards to take place within Spring / Summer 2016 pending available funding by the NJDOT.

12. BERGEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT – FIRE STATION ADA ACCESS DOORS

We understand that the Borough of Hillsdale proposes to pursue a grant for the installation of ADA access doors at the existing Hillsdale Fire Station. An endorsing resolution was submitted on September 25, 2015 for approval at October 6, 2015 Mayor and Council meeting. NEA received the requisite endorsing resolution and submitted a complete application to the County of Bergen on October 9, 2015. We anticipate a tentative decision for the grant awards to take place within Spring / Summer 2016 pending available funding by the County of Bergen.

13. KNICKERBOCKER AVENUE – ROADWAY VACATION – PSE&G

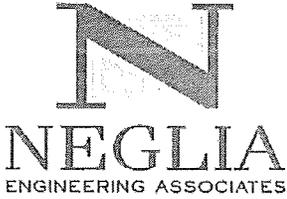
We understand that PSE&G proposes to vacate a portion of Knickerbocker Avenue, which has a 50 foot right-of-way, for approximately 240 feet west of the intersection with Prospect Place to the terminus of Pascack Brook. Neglia Engineering Associates conducted a field inspection on August 27, 2015 to visually identify existing municipal infrastructure and facilities within the right-of-way. A report was prepared and submitted to the Borough on September 1, 2015. In addition to our office's inspection, we recommended that the Borough OEM and emergency services (fire, police, ambulance, etc.) perform their inspections and provide input with respect to any easement requirements.

During the week of November 16, 2015 the Borough was requested by PSE&G to sign a NJDEP Land Use Application for the Knickerbocker Avenue vacation. Subsequently on November 23, 2015, PSE&G provided a copy of their permitting plan upon our office's request. If the Borough chooses to vacate the roadway, we would respectfully request direction from the Borough as it relates to reviewing and providing a recommendation for signature for this package.

14. WIERIMUS LANE BRIDGE

Neglia Engineering Associates received a letter from TranSystems dated October 1, 2015. TranSystems performs routine inspections for the NJDOT. Through an inspection conducted on September 25, 2015, TranSystems identified deficiencies in the bridge (structure #02M2702) located at Wierimus Lane Bridge over Musquapsink Brook. TranSystems categorized the repairs as a Priority 2 basis. Priority 2 categorization requires the implantation and completion of repairs within +/- 3 months. It shall be noted that Wierimus Lane Bridge is located within both the Boroughs of Hillsdale and Woodcliff Lake.

Neglia Engineering Associates, as directed by the Borough of Hillsdale, submitted a quote solicitation to prospective contractors on October 22, 2015 to repair the existing bridge structure (excluding the gabion matt baskets which require NDJEP Land Use Permitting). The Borough of Hillsdale received quotes on October 30, 2015. On November 2, 2015, NEA issued an award recommendation package for review and consideration by the Borough.



As noted in our October 23, 2015 correspondence with the Borough of Hillsdale, the quote noted above excluded gabion basket repair. This repair requires NJDEP Land Use Permitting as construction activities are to occur within a watercourse bed. As requested by the Borough of Hillsdale, Neglia Engineering Associates prepared a professional services proposal, for review and consideration, that included the requisite permitting, surveying, design, bidding and construction management services required to compile bid documents for gabion basket improvements. This proposal was included within the October 23, 2015 correspondence. A preliminary cost estimate for the gabion basket repair was submitted to the Borough of Hillsdale on November 12, 2015 with an estimated budget of \$345,000.

15. SADDLEWOOD DRIVE CULVERT NEAR NORTH RAMAPO LANE

Neglia Engineering Associates received a letter from TranSystems dated October 21, 2015. Through an inspection conducted on September 28, 2015, TranSystems identified deficiencies in the culvert (structure #02M2710) located at Saddlewood Drive near North Ramapo Lane. TranSystems categorized the repairs as a Priority 2 basis. Priority 2 categorization requires the implantation and completion of repairs within +/- 3 months. The repairs include concrete and grout construction to fill voids and the construction of a manhole.

Neglia Engineering Associates, as directed by the Borough of Hillsdale, submitted a quote solicitation to prospective contractors on November 2, 2015. On November 11, 2015, NEA issued an award recommendation package for review and consideration by the Borough.

16. SADDLEWOOD DRIVE CULVERT NEAR HILLSDALE AVENUE

Neglia Engineering Associates received a letter from TranSystems, dated October 21, 2015. Through an inspection conducted on October 20, 2015, TranSystems identified deficiencies in the culvert (structure #02M2712) located at Saddlewood Drive near Hillsdale Avenue. TranSystems categorized the repairs as a Priority 1 basis. Priority 1 categorization requires repairs to be implemented as soon as possible. The repairs include lining the existing culvert pipe.

Neglia Engineering Associates, estimated a cost of approximately \$60,000 for the required repairs. This work should be authorized to proceed before the end of this year per the Priority 1 recommendation within the TranSystems report.

Respectfully submitted,
Neglia Engineering Associates

A handwritten signature in black ink, appearing to read 'G. Polyniak', written over a white background.

Gregory J. Polyniak, P.E., P.P., C.P.W.M., C.M.E.
For the Borough Engineer
Borough of Hillsdale

Respectfully submitted,
Neglia Engineering Associates

A handwritten signature in black ink, appearing to read 'D. Juzmeski', written over a white background.

David Juzmeski, P.E., P.P.
For the Borough Engineer
Borough of Hillsdale

November 02, 2015

Via E-mail & Regular Mail

Ms. Susan Witkowski
Borough Administrator / Clerk
Borough of Hillsdale
380 Hillsdale Avenue Hillsdale, NJ 07642

**Re: Recommendation Letter - Quote Solicitation
Wierimus Lane over Musquaupsink Brook, Hillsdale (Priority #2 Bridge Repair)
Borough of Hillsdale, Bergen County, New Jersey
Our File: HIDLADM15.001**

Dear Ms. Witkowski:

As requested, Neglia Engineering Associates has solicited quotes for repair of the existing bridge on Wierimus Lane over Musquaupsink Brook. This bridge is located in both the Boroughs of Hillsdale and Woodcliff Lake. We understand that the Boroughs are discussing a jointly funded project for the solicited repairs and any other necessary repairs including the gabion basket mats as discussed below for this reason.

Please find attached the quote packages for your records. The quotes received are as follows:

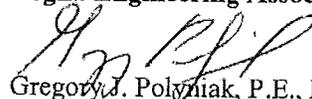
Contractor	Base Bid
M. Ingannamorte & Sons, Inc.	\$18,000.00
J. Fletcher Creamer and Son, Inc.	\$31,850.00
Conquest Construction Corp.	\$38,375.00
4 Clean-Up, Inc.	No Submission
Zuccaro, Inc.	No Submission
Sanzari, Inc.	No Submission
Triano Associates	No Submission

It is recommended that the Borough authorize M. Ingannamorte & Sons, Inc. to perform the bridge repair as listed within our October 22, 2015 solicitation pending the availability of funds and subsequent to Borough review. We recommend that the Borough award this project at either a November or December 2015 Mayor and Council meeting.

Please understand that this bridge has been deemed by the NJDOT's Bridge Engineering Consultant as a Priority #2 Bridge repair which must be completed within approximately three months (see attached report). The scope of this project does not include the gabion basket repair as NJDEP Land Use Permits are necessary to proceed with this work. We have confirmed with the NJDOT's engineering consultant that the Borough should proceed with these repairs during 2016 after acquiring the aforementioned NJDEP Land Use Permits, preparing construction documents, and publically bidding this project.

If you should have any questions or comments, please do not hesitate to contact our office.

Very truly yours,
Neglia Engineering Associates


Gregory J. Polyniak, P.E., P.P., C.M.E., C.P.W.M.
For the Borough Engineer
Borough of Hillsdale

cc: Mayor & Council (via Regular Mail)
Mark D. Madaio, Esq. (via E-mail)



Joseph E. Neglia, PE, PP, PLS
CEO, Chairman of the Board

Michael J. Neglia, PE, PP, PLS
President

Gregory Polyniak, PE, PP

Michael F. Berliner

Thomas R. Solfaro, PE, CME

Daniel Kaufman, PE, PP

Brian Intindola, PE

Civil Engineering

Municipal Engineering

Landscape Architecture

Traffic Engineering

Planning

Land Surveying

Construction Management

Locations:

■ 34 Park Avenue
P.O. Box 426
Lyndhurst, NJ 07071
Tel: 201.939.8805
Fax: 201.939.0846

■ 1119 Raritan Road
Suite 2
Clark, NJ 07066
Tel: 732.943.7067
Fax: 732.943.7249

www.negliaengineering.com



NEGLIA ENGINEERING ASSOCIATES
ENGINEER'S COST ESTIMATE

PROJECT NAME: Gabion Wall Replacement - Wierimus Lane Culvert - Hillsdale
PROJECT LOCATION: Borough of Hillsdale
NEA PROJECT NO.: HIDLADM15.001
DATE: 12-Nov-15

PREPARED BY: D. Juzmeski

BASE BID

Item #	Item Description	Quantity Measure	Quantity	Unit Cost	Cost
1	Mobilization / Demobilization	L.S.	1	\$ 15,000.00	\$ 15,000.00
2	Site Clearing / Demolition	L.S.	1	\$ 25,000.00	\$ 25,000.00
3	Soil Erosion and Sediment Control Devices	L.S.	1	\$ 5,000.00	\$ 5,000.00
4	Gabion Retaining Wall	S.F.	900	\$ 75.00	\$ 67,500.00
5	Gabion Bedding	S.F.	2,000	\$ 75.00	\$ 150,000.00
6	Maintenance & Protection of Traffic	L.S.	1	\$ 15,000.00	\$ 15,000.00
7	Final Cleanup / Site Restoration	L.S.	1	\$ 10,000.00	\$ 10,000.00
SUBTOTAL					\$ 287,500.00
20% CONTINGENCIES					\$ 57,500.00
FINAL TOTAL					\$ 345,000.00

1. This estimate is based upon the Transystems letter dated October 1, 2015.
2. The Gabion Retaining Wall System assumes a 3 foot embedment depth, and a 6 foot exposed height for a length of 50 feet.
3. The Gabion Bedding System assumes a 4 foot embedment depth, a 20 foot width and a length of 50 feet.



ATTN: MetroPCS Decom Project
3617 131st Ave. SE
Bellevue, WA 98006

SENT VIA: UPS

RECEIVED

July 8, 2015

Borough of Hillsdale
380 Hillsdale Ave
Hillsdale, NJ 07642

JUL 10 2015

Initial: 

RE: Termination of Communications Site Lease Agreement (Temporary) dated on or about September 22, 2011, as the same may have been amended from time to time ("Agreement") by and between the Borough of Hillsdale, New Jersey and MetroPCS New York, LLC, a Delaware limited liability company ("MetroPCS")

Site Address: 371 Washington Ave., Hillsdale, NJ
Site ID: NY5613
Lease ID: NY5613

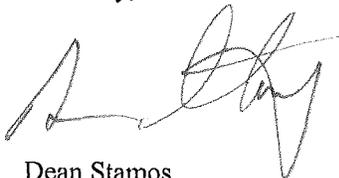
To Whom It May Concern,

The previous Termination of Occupancy sent on or about February 16, 2015, attached for your reference, is hereby rescinded and replaced with this notice. This letter is written notice that MetroPCS, or the applicable affiliate of MetroPCS, is terminating the above-referenced Agreement pursuant to Section 8 of the Agreement. The Agreement will therefore terminate at 11:59 pm on October 31, 2015.

MetroPCS requests the return of any security deposit or other funds previously paid to you or any predecessor landlord. All refunds should be mailed to the address set forth above. MetroPCS will and expects that each party will execute any further documentation reasonably requested to evidence the termination of the Agreement, including, but not limited to a release of any bonds or other form of security and release of memorandum of lease.

MetroPCS highly values the relationship that was established with you. We would like the opportunity to contact you in the future should our network or business requirements change. Should you have any questions or need additional information, please send an email to MetroPCSDecom2@T-Mobile.com referencing the Site ID and Lease ID noted above in your email subject line, and a representative of the decommission team will contact you.

Sincerely,



Dean Stamos
Leasing Specialist

BOROUGH OF HILLSDALE
RESOLUTION 15---

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-12 and the Borough of Hillsdale has a need to purchase gasoline for borough vehicles under the State of New Jersey Cooperative Purchasing program; and

WHEREAS, Gulf Oil Limited Partnership Fleet Services has been awarded New Jersey State Contract No. 87676; and

WHEREAS, the administration recommends the utilization of this contract, for the period December 1, 2015 through March 1, 2015, not to exceed \$30,000.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Hillsdale approves the acceptance of the above-sited contract subject to the certification of funds from the Chief Financial Officer.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 10, 2015

Attest:

Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY
PROCUREMENT BUREAU
P. O. Box 230
Trenton, New Jersey 08625-0230

CHRIS CHRISTIE
Governor

ANDREW P. SIDAMON-ERISTOFF
State Treasurer
JIGNASA DESAI-MCCLEARY
Director

KIM GUADAGNO
Lt. Governor

**AMENDMENT #1
T-2022**

**SOLICITATION 15-R-23674
Contract #87676**

TO: State Agencies and Cooperative Purchasing Partners
DATE: May 22, 2015
FROM: Viktoriya Usachenok, Procurement Specialist
SUBJECT: Fuel Credit Card Services
CONTRACT PERIOD: August 21, 2014 to May 31, 2015
1st Extension: June 1, 2015 to May 31, 2016

Please be advised that the State Contract 87676 awarded to Fleetcard, Inc. dba Impac Fleet is extended for a period of one (1) year, commencing on June 1, 2015 and terminating on May 31, 2016.

A half-cent (\$0.005) per gallon rebate on all marine and aviation fuel and one percent (1%) rebate on the dollar spend for all other commercial fuel purchases was changed to a tiered basis point rebate schedule that is based on the cumulative volume of fuel purchases on all fuel. The new rebate will provide basis points on cumulative monthly dollar amounts as follows:

Dollars	Basis Points
\$0-\$199,999	25
\$200,000	30
\$300,000	50
\$500,000	75

All other pricing, terms and conditions of the contract shall remain unchanged.

Please retain a copy of this Amendment with your Notice of Award.

Solicitation #:	23674
Bid Open Date:	00/00/00
CID #:	
Commodity Code:	-
Set-Aside:	NONE

CONDITIONS AND METHODS OF OPERATION	
Multi-Source Contracts: State Agencies and Cooperative Purchasing partners should review each vendor's product/service and prices carefully and place orders in accordance with the terms and conditions of the contract. Note that	
A. Delivery: All prices F.O.B. Destination	
B. Method of Operation - State Agencies Only:	
Issue an agency purchase order to the appropriate contract vendor(s).	

*IMPORTANT: POLITICAL SUBDIVISION & OTHER COOPERATIVE PURCHASING PARTICIPANTS	
In accordance with N.J.S.A. 40A:11-11(5), N.J.S.A. 52:25-16.1 et seq. and N.J.A.C. 5:34-1.7, all Cooperative Purchasing Program participants are responsible for ensuring that the Purchase Order issued reflects the correct contract item pricing and that payment is processed accordingly. Note that only these items/services specified in the applicable State contract(s) may be purchased from the contract vendor(s) of record. Cooperative Purchasing participants assume full responsibility for all purchase transactions issued through State contracts, including Purchase Orders, delivery compliance, and payments.	
Questions, problems or complaints related to Cooperative Purchasing contact:	
Cooperative Purchasing Coordinator PO Box 230 Trenton, NJ 08625 (609) 984-7047	

In the event of an emergency, contact the following in the order listed:		
VIKTORIYA USACHENOK	PROCUREMENT SPECIALIST	609-292-8983
LINDA SPILDENER	PROCUREMENT SPECIALIST SUPERVISOR	609-633-3906
ROBERT BEAUREGARD(RETIRED)	ASSISTANT DIRECTOR	609-984-2084
	PUB DATE:	06/04/15

VENDOR INFORMATION	
Vendor Name & Address:	FLEETCARD INC DBA IMPAC FLEET 350 N SAM HOUSTON PKWY E SUITE 234 HOUSTON, TX 77060
Contact Person:	RAY BENEFIELD
Contact Phone:	281-445-1100
Order Fax:	000-000-0000
Contract#:	87676
Expiration Date:	05/31/16
Terms:	NONE
Delivery:	999 DAYS ARO
Small Business Enterprise:	NO
Minority Business Enterprise:	NO
Women Business Enterprise:	NO
Cooperative Purchasing *:	YES
* WILL VENDOR EXTEND CONTRACT PRICES TO COOPERATIVE PURCHASING PARTICIPANTS?	

CONTRACT ITEMS/SERVICES BY VENDOR					
Vendor: FLEETCARD INC DBA IMPAC FLEET			Contract Number: 87676		
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00001	COMM CODE: 405-15-036312 [FUEL, OIL, GREASE AND	1.000	GAL	NET	N/A

	LUBRICANTS] ITEM DESCRIPTION: GASOLINE, REGULAR, UNLEADED, 87 OCTANE PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO				
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00002	COMM CODE: 405-15-036313 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: GASOLINE, MID-GRADE, UNLEADED, 89 OCTANE PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00003	COMM CODE: 405-15-036314 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: GASOLINE, PREMIUM, UNLEADED, 92 OCTANE PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00004	COMM CODE: 405-15-036315 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: GASOLINE, PREMIUM, UNLEADED, 93 OCTANE PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00005	COMM CODE: 405-15-062452 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: MARINE FUEL - OCTANE PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00006	COMM CODE: 405-15-036312 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: MARINE FUEL -DIESEL PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
		EST		%	

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY	UNIT	DISCOUNT	UNIT PRICE
00007	COMM CODE: 405-15-036313 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: AVIATION JET-A FUEL PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00008	COMM CODE: 405-38-066959 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: ADDITIVES, FLUID TYPE, TO INCLUDE MOTOR OIL, ANTI-FREEZE, WINDSHIELD WASHER FLUID, BRAKE FLUID & TRANSMISSION FLUID PURCHASED UNDER CREDIT CARD CONTRACT M2022. DELIVERY: 999 DAYS ARO	1.000	EACH	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00009	COMM CODE: 928-47-066960 [EQUIPMENT MAINTENANCE AND REPAIR...] ITEM DESCRIPTION: ROAD SERVICE, TOWING AND/OR REPAIR, TO INCLUDE TIRE AND BATTERY REPLACEMENT, PURCHASED UNDER FUEL CREDIT CARD CONTRACT M2022. DELIVERY: 999 DAYS ARO	1.000	EACH	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00010	COMM CODE: 405-15-036317 [FUEL, OIL, GREASE AND LUBRICANTS] ITEM DESCRIPTION: FUEL, DIESEL, #2D LOW SULFUR PRICING IS POSTED PUMP PRICE LESS TAXES. SEE METHOD OF OPERATION FOR REBATE TERMS DELIVERY: 999 DAYS ARO	1.000	GAL	NET	N/A
LINE#	DESCRIPTION/MFGR/BRAND	EST QUANTITY	UNIT	% DISCOUNT	UNIT PRICE
00011	COMM CODE: 958-50-087257 [MANAGEMENT SERVICES] ITEM DESCRIPTION: PASS-THROUGH LINE FOR LANDING FEES TO BE USED IN CONJUNCTION WITH AVIATION FUELING ONLY. DELIVERY: 999 DAYS ARO	1.000	EACH	NET	N/A

Downloadable RFP Documents (Please utilize scroll bar on right side of box if necessary to view all documents)

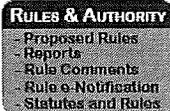
[Download All Documents](#)

The **Download All Documents** hyperlink will place compressed files on your computer. Files may be unzipped and viewed using WinZip. The evaluation version is available for free. [Click here](#) to learn more about WinZip or to download the latest version from the WinZip web site.

Forms in this section are stored in Adobe Acrobat (PDF) format. PDF formatted documents appear the same as the original printed forms. To view and print these forms, you must have a PDF viewer which is available free from Adobe. [Click here](#) to learn more about Adobe Acrobat or to download the latest version of the Adobe Acrobat viewer from the Adobe Web site.



OPRA | Open
Public Records Act



[Contact Us](#) | [Privacy Notice](#) | [Legal Statement](#) | [Accessibility Statement](#)

Purchase & Property: [Home](#) | [News](#) | [Directions](#) | [Frequently Asked Questions](#) | [Contact DPP](#)
Treasury: [Home](#) | [Services](#) | [People](#) | [Businesses](#) | [Divisions/Agencies](#) | [Forms](#) | [Contact Us](#)
Statewide: [NJ Home](#) | [Services A to Z](#) | [Departments/Agencies](#) | [FAQs](#)
Copyright © State of New Jersey, 1996 - 2015
This site is maintained by the Division of Revenue and Enterprise Services.

QUOTE

BOROUGH OF PARAMUS

1 Jockish Square
Paramus, NJ 07652
Phone 201-265-2100 ext. 3100 Fax 201-261-5886

DATE: November 4, 2015
INVOICE # 11.4.15
FOR: *Street sweeping*

Bill To:

Ms. Susan Witkowski
Municipal Clerk
Borough of Hillsdale
371 Washington Ave.
Hillsdale, NJ 07642

DESCRIPTION	AMOUNT
Street sweeping services all roads - for one time sweeping Total cost includes removal of sweeper dumpings	\$4,500.00
Street sweeping services for special events maximum 5 miles of roadway for 1 time sweep	\$400.00
TOTAL	

Make all checks payable to: Borough of Paramus, Department of Public Works
1 Jockish Square
Paramus, NJ 07652
Attn: **Guy Picone**

If you have any questions concerning this invoice, contact Guy Picone at 201-265-2100 ext 3100

SECTION 5.3.2 -- PRIORITY REPAIR CATEGORIES

Emergency (highest)

Major defects in the superstructure or substructure which, if not repaired immediately, may require closing the bridge or a portion thereof and could lead to a total collapse of the structure. Included in this category are defects affecting the structural integrity of the bridge.

In many instances it may be necessary to block off the affected area or close the bridge entirely until the repairs are made. Also, defects which, in the judgment of the engineer, require immediate attention in order to eliminate significant safety hazards to the traveling public. Generally, the superstructure (SI&A Item #59), substructure (SI&A Item #60) or culvert (SI&A Item #62) are found to be in critical condition and are coded 2 or less in the Structure Inventory and Appraisal Sheet.

Repairs under the Emergency category must be done as soon as possible. When delays are unavoidable, the use of temporary repairs must be considered and utilized whenever possible. In all cases, the repairs must start no later than fourteen (14) days from the date of notification of Maintenance Engineering. However, most repairs should be started within three (3) days of notification.

Examples

1. Crack in a non-redundant primary load carrying steel member.
2. Substantial (more than 50%) undermining of the bearing area of a non-redundant member.
3. Deterioration or other conditions which causes a main load carrying member to become unstable.
4. Loose sections of concrete encasements located above the traveled roadway or sidewalks.
5. Missing sections of bridge railings.
6. Localized failure of bridge deck or sidewalk.

Procedure

1. Inspection crew (in-house or consultant) will immediately inform their respective project managers, usually utilizing a telephone in the field, regarding the situation.

2. Structural Evaluation will alert the Bureau of Maintenance Engineering by telephone and recommend immediate appropriate action needed, such as load or speed posting (reduction in load limit, if already posted), blocking a portion of or closing the bridge to vehicular traffic, etc.
3. Scope of work will be reviewed and checked to see if the proposed repairs can be done by the in-house maintenance forces or if it is beyond their capabilities.
4. Repairs beyond the capabilities of Maintenance Engineering should be brought to the attention of the Manager, Structural Engineering.
5. Follow up with a memorandum to Maintenance Engineering confirming the proposed action within one day.
6. Structural Evaluation shall prepare the repair sketches, plans and material list (if necessary) of the proposed repairs. Help could also be obtained from Structural Design or consultants by way of an existing state contract.
7. Bureau of Maintenance Engineering will inform Structural Evaluation when the repairs are completed by e-mail (with photos) and also make available as-built sketches/plans if possible.
8. A follow-up log of all priority repairs shall be maintained in Structural Evaluation to ensure the needed repairs have been made. A copy of the "Priority Repair Log" shall be sent to the Bureau of Maintenance Engineering every month to update their status of pending priority repairs.
9. Verification of the repairs by Structural Evaluation with an E-Mail notification (see section 5.3.1, item no 15).

Priority #1 (high)

Major defects in the superstructure or substructure which, if not repaired, may cause a significant load restriction or partial collapse of the structure.

Included in this category are defects affecting the stability of the structure. In many instances, it may be necessary to post load or speed restrictions or to partially or completely block off the affected area to vehicular traffic until the repairs are made.

Also, include defects which, in the judgment of the engineer, need immediate attention to maintain the level of service it served or to ensure the safety of the traveling public. Generally, superstructure (SI&A Item #59), or substructure (Item #60) or culvert (Item #62) are found to be in poor condition and coded 3 or less in the Structural Inventory and Appraisal Sheet.

Repairs under the Priority #1 category must be done as soon as possible. All repairs should start no later than thirty (30) days from the notification to Maintenance Engineering.

Examples

1. Longitudinal crack in a primary load carrying steel member.
2. Substantial (more than 50 percent) undermining of bearing area of a major load carrying member.
3. Substantial section loss or collision damage to the main load carrying member requiring a major highway to be load posted.
4. Pier cap of a column bent in distress.
5. Major section loss on adjacent piles of a pile bent pier.
6. Major scour problem with undermining of footings not on piles (bridge is scour critical).

Procedure

1. Inspection crew (in-house or consultant) will immediately inform their respective project managers regarding the situation.
2. Structural Evaluation will alert the Bureau of Maintenance Engineering and recommend immediate appropriate action needed, such as posting of load or speed restrictions, blocking a portion of the bridge to vehicular traffic, etc.
3. Scope of Work will be reviewed and checked to see if the proposed repairs can be done by the in-house maintenance forces or if it is beyond their capabilities.
4. Repairs beyond the capabilities of Maintenance Engineering should be brought to the attention of the Manager, Structural Engineering.
5. Follow up with a memorandum to Maintenance Engineering confirming the proposed action.
6. Structural Evaluation shall prepare the repair sketches, plans and material list (if necessary) of the proposed repairs. Help could also be obtained from Structural Design or consultants with a present state contract.
7. Bureau of Maintenance Engineering will inform Structural Evaluation when the repairs are completed by e-mail (with photos) and also make available as-built sketches/plans if possible.

8. A follow up log of all priority repairs shall be maintained in Structural Evaluation to ensure the needed repairs have been made. A copy of the "Priority Repair Log" shall be sent to the Bureau of Maintenance Engineering every month, to update the status of pending priority repairs.
9. Verification of the repairs by Structural Evaluation with an E-Mail notification (see section 5.3.1, item no 15) for repairs designated as High Priority 1 only. Routine Priority 1 repairs do not require field verification beyond the receipt of an e-mail from Maintenance Engineering.

Priority #2 (medium)

Major imminent defect in the superstructure, substructure or deck which, if not repaired in the near future (within ± 3 months), may cause a load restriction or partial collapse of the structure. Generally, one of the major components is in "Poor" condition and at least one of the Structural Inventory and Appraisal items 58, 59, 60 or 62 is coded "4" or less. Any defects that would risk the safety of the traveling public in the near future should also be included here. The engineer's judgment will be required to evaluate the overall situation to properly categorize the recommendations.

Following are some of the examples in this category:

Examples

1. Short crack in a primary load carrying steel member in a redundant structure.
2. Substantial undermining of bearing area of a redundant load carrying member.
3. Major section loss or collision damage.
4. Major problems with the bridge railing.
5. Major scour problems with footings on piles (bridge is not scour critical).

Procedure

1. Inspection crew (in-house or consultant) will convey the situation to their respective project engineer by a memorandum to file/letter.
2. Structural Evaluation will prepare repair recommendations, including sketches and plans, etc. as necessary, and forward them to the Bureau of Maintenance Engineering under Priority 2 repairs. Help may be obtained from Structural Design or consultant with a present state contract.

3. Bureau of Maintenance Engineering will inform Structural Evaluation when the repairs are completed by e-mail (with photos) and, also, make available as built sketches/plans if possible.
4. A follow-up log of all priority repairs shall be maintained in Structural Evaluation to ensure the needed repairs have been made. A copy of the "Priority Repair Log" shall be sent to the Bureau of Maintenance Engineering every month, to update their status of pending priority repairs.
5. Field verification of Priority # 2 repairs are not required.

Priority #3 (low)

All other repair recommendations not falling in the previous three categories, including maintenance items, shall be under this category. **As per the current reporting requirements, these repairs are not required to be included in routine bridge survey reports.**

Procedure

Necessary repairs will be recommended in the Bridge Inspection Report and a copy will be sent to the Bureau of Maintenance Engineering.

November 11, 2015

Via E-mail & Regular Mail

Ms. Susan Witkowski
Borough Administrator / Clerk
Borough of Hillsdale
380 Hillsdale Avenue
Hillsdale, New Jersey 07642

Re: **Recommendation Letter - Quote Solicitation**
Saddlewood Drive over Pascack Brook Tributary, Hillsdale (Priority #2
Bridge Repair)
Borough of Hillsdale, Bergen County, New Jersey
Our File: HIDLADM15.001

Dear Ms. Witkowski:

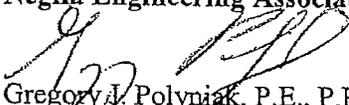
As requested, Neglia Engineering Associates has solicited quotes for repair of the existing bridge / culvert on Saddlewood Drive over a Pascack Brook Tributary located in the vicinity of the North Ramapo Lane intersection. The improvements include but are not limited to sealing all bridge / culvert voids and cracks and installed a new manhole structure. The improvements listed are as per a letter report prepared and received from TransSystems, the NJDOT engineering consultant hired to inspect municipal bridges / culverts throughout Bergen County. Please find attached the quote packages for your records. The quotes received are as follows:

Contractor	Base Bid
Zuccaro, Inc.	\$22,000.00
M. Ingannamorte & Sons, Inc.	\$23,000.00
J. Fletcher Creamer and Son, Inc.	\$39,850.00
Conquest Construction Corp.	\$46,950.00
4 Clean-Up, Inc.	No Submission
Sanzari, Inc.	No Submission
Triano Associates	No Submission

It is recommended that the Borough authorize Zuccaro, Inc., 64 Commerce Street, Garfield, New Jersey 07026 to perform the bridge / culvert repairs as listed within our November 02, 2015 solicitation pending the availability of funds and subsequent to Borough review. We recommend that the Borough award this project at a December 2015 Mayor and Council meeting per the Priority 2 Classification as listed within the TranSystems' letter report (see attached).

If you should have any questions or comments, please do not hesitate to contact our office.

Very truly yours,
Neglia Engineering Associates


Gregory J. Polyniak, P.E., P.P., C.M.E., C.P.W.M.
For the Borough Engineer
Borough of Hillsdale

cc: Mayor & Council (via Regular Mail)
Mark D. Madaio, Esq. (via E-mail)

M:\Hillsdale\HIDLADM15.001 (General Admin)\Solicitations\Saddlewood Drive - Concrete Culvertbid solicit recommendation (11-11-15).doc



Joseph E. Neglia, PE, PP, PLS
CEO, Chairman of the Board

Michael J. Neglia, PE, PP, PLS
President

Gregory Polyniak, PE, PP

Michael F. Berliner

Thomas R. Solfaro, PE, CME

Daniel Kaufman, PE, PP

Brian Intindola, PE

Civil Engineering

Municipal Engineering

Landscape Architecture

Traffic Engineering

Planning

Land Surveying

Construction Management

Locations:

■ 34 Park Avenue
P.O. Box 426
Lyndhurst, NJ 07071
Tel: 201.939.8805
Fax: 201.939.0846

■ 1119 Raritan Road
Suite 2
Clark, NJ 07066
Tel: 732.943.7067
Fax: 732.943.7249

www.negliaengineering.com



This office has been directed by the Borough of Hillsdale to solicit quotes for bridge / culvert repair improvements at the Saddlewood Drive bridge / culvert located over the Pascack Brook Tributary. The nearest intersection to the existing bridge is North Ramapo Lane.

Please find attached an engineer's report, dated October 21, 2015, prepared by TranSystems with photographs. The improvements include but are not limited to the following: epoxy bonding agent application, concrete, grout, chamber reconstruction, and soil / debris removal and disposal. The excavation and pipe resetting has not been included within this solicitation at this time.

The scope of work is to include but not be limited to the following:

- All mobilization, demolition, site restoration shall be included within the quote.
- A pre-construction meeting will be held and scheduled within one (1) week of formal approval which will require your attendance. It is anticipated that formal approval will occur during December 2015 or January 2016.
- Mobilization to the site within eight (8) business days from issuance of notice to proceed, weather permitting.
- Pre-construction photographs are required. A copy of the said photographs shall be provided to our office prior to any construction activities beginning.
- Maintenance of vehicular and pedestrian traffic. Should Uniformed Traffic Directors be required, coordination with the Borough of Hillsdale Police Department and Borough of Hillsdale Borough Administrator will be provided by your office. The Borough of Hillsdale will supply the Uniform Traffic Directors if deemed necessary at its cost.
- If Uniformed Traffic Directors are deemed not necessary, traffic flaggers will be provided by your office within the quote.
- Maintenance and protection of all existing utilities, trees, fencing, etc. The potential cost for tree removal (if necessary) shall be included within the quote.
- Notices shall be provided to adjoining property owners and those affected by the proposed construction activities. A draft notice shall be submitted to our office for review prior to distribution. No construction activities can proceed without notice distribution.
- Excavation, removal and disposal of all excavated materials including but not limited to all concrete, stone, soil, tree remnants, tree root balls, and unsuitable materials in accordance with all local, County, State, and Federal standards, regulations, codes, etc. All related costs must be included in the submitted quote.
- The quote shall include all costs related to the bridge / culvert repair including all materials, labor and equipment necessary to construct the improvements to address the small chamber and bridge / culvert.
- The contractor shall use flowable fill / grout, mortar, epoxy bonding agent as necessary to fill, secure, and seal all voids and cracks at all bridge / culvert crack and joint locations.
- The contractor shall remove the existing 2 foot by 2 foot chamber and dispose of all debris.
- The contractor shall construct a 4 foot diameter manhole in the location of the existing 2 foot by 2 foot chamber to connect the existing 18" pipe to the existing bridge / culvert pipes. The manhole shall satisfy the following:



1. Manholes and Inlets shall consist of the construction of these structures, stone bedding, backfilling and backfill material, and the furnishing, installing and placing of new heads, grates, and covers.
 2. Pre-cast Concrete Storm Manholes and Inlets may be used as approved by the Neglia Engineering Associates.
 3. All materials used in the construction of Manholes and Inlets shall conform to Section 603 - Inlets and Manholes of the 2007 NJDOT Standard Specifications. All structural reinforcing shall be epoxy coated.
 4. All castings shall have the name of the Municipality, the date, and the words "Storm" stamped or cast clearly and legibly thereon. Units not so furnished will not be accepted for use on Municipal projects. Concrete blocks shall conform to the compressive strength and absorption requirements of A.S.T.M. C -139.
 5. Recycled Concrete aggregate shall conform to the requirements of the application Sections and/or Subsections of the 2007 NJDOT Standard Specifications; Course aggregate shall be broken stone or washed gravel conforming to the requirements of applicable Sections and/or Subsections of the 2007 NJDOT Standard Specifications.
 6. Construction for Manholes and Inlets shall be in accordance with applicable Sections and/or Subsections for Inlets and Manholes of the 2007 NJDOT Standard Specifications. Particular attention should be brought to Pre-cast Concrete Inlets and Manholes, and Reconstruction and Conversion of Existing Structures, of the N.J. Department of Transportation Standard Specifications.
 7. Excavation and Backfilling shall be in accordance with the applicable Sections and/or Subsections of the 2007 NJDOT Standard Specifications.
- All disturbed areas outside of the culvert limits shall be restored with topsoil and hydroseed within the limit of disturbances.
 - Repair of all damage to the roadway, bridge, and lawn areas are to be included at no additional cost.
 - All other work necessary and incidental hereto to fully repair the bridge / culvert and any other disturbed areas and to avoid future settlement of the areas in question.
 - Any costs associated with repairs that exceed the dimensions mentioned within this solicitation and / or any other repairs shall be absorbed by the contractor at no additional cost to the Borough.
 - All work shall be completed within twenty calendar days from the date of authorization pending weather conditions.
 - A representative from Neglia Engineering Associates must be present at the time of construction or as directed at the Pre-construction Meeting.
 - The contractor will be required to supply a Certificate of Insurance naming the Borough, its agents, and Neglia Engineering Associates as additionally insured.
 - The contractor will be required to complete the Borough of Hillsdale's Political Contribution form(s) to illustrate compliance with the Borough's Political Contribution ordinance(s).

Contractors are cautioned and directed to inspect the site of the proposed work, familiarizing themselves with all work to be performed prior to submitting the bid quote.



Quote

Item	Description	Quantity	Units	Unit Price	Total Amount
1	Bridge / Culvert Repair (Complete)	1	LS	22,000 ⁰⁰	22,000 ⁰⁰

TOTAL BID: 22,000⁰⁰

Zuccaro Inc
Name of Contractor

[Signature]
Authorizing Signature

11-9-2015
Date of Signature

Sal Zuccaro
Authorizing Signature - Name Printed

Please complete and return the construction quote (unit price, total amount, and total bid) via facsimile by Monday, November 09, 2015 by 5PM, and anticipate immediate mobilization upon authorization.

We trust you will find the above in order. Please feel free to contact the undersigned should you have any questions.

Very truly yours,
Neglia Engineering Associates

Very truly yours,
Neglia Engineering Associates

[Signature]
Gregory J. Polyniak, P.E., P.P., C.M.E., C.P.W.M.
For the Borough Engineer
Borough of Hillsdale

[Signature]
Michael F. Berliner
For the Borough Engineer
Borough of Hillsdale



TranSystems

1037 Raymond Boulevard
Suite 400
Newark, NJ 07102
Tel 201 368 0400
Fax 973 741 2414

www.transystems.com

October 21, 2015

Neglia Engineering Assoc.
Hillsdale Borough Engineer
380 Hillsdale Avenue
Hillsdale, NJ 07642-2731

Re: Routine Inspection of
130 Bergen County Minor Bridges
Structure No. 02M2710
Saddlewood Drive Over Pascack Brook Tributary
Town: Hillsdale
Nearest Intersection: North Ramapo Lane
Agreement No. 2011B1847C, Group02P1
Our Project No. 110039

Gentlemen:

TranSystems performed a regular inspection of the above referenced structure. The inspection revealed the following:

- The second and the third pipe segments have separated up to nine inches and have six inches of differential settlement. There is up to a three foot horizontal void adjacent to the joint (See Photo 03 and 04).
- The eighteen (18) inch RCCP ends short of the culvert and a 2' x 2' chamber was constructed with block. A block is missing at the south and several blocks have rotated out of position at the north side. The chamber lacks a concrete floor (See Photo 05 and 06).

Transystems notified Neglia Engineering Associates of these conditions on October 21, 2015 and recommends the following:

- Reconstruct the small chamber and provide a concrete saddle floor. Fill the voids behind the existing chamber and pipe with grout.
- Excavate the soil and exposing the three segments of pipe at the south. The pipes shall then be reset on sound subbase and at the correct alignment.

These repairs should be performed on a Priority 2 basis.



TranSystems

1037 Raymond Boulevard
Suite 400
Newark, NJ 07102
Tel 201 368 0400
Fax 973 741 2414

www.transystems.com

If you have any questions on the above, please contact our office.

Very truly yours,

TranSystems Corporation

A handwritten signature in black ink, appearing to read "Cory Amato".

Cory Amato
Project Manager

cc: Mr. Gregory Renman, Attn.: Mr. Ayodele Oshilaja
Mr. Christos Kavvadas, Mr. Joseph Andow

Structure No.: 02M2710 Route: Saddlewood Drive Cycle No.: -
Name: Saddlewood Drive over Pascack Brook Tributary Insp. Date: 9/28/2015

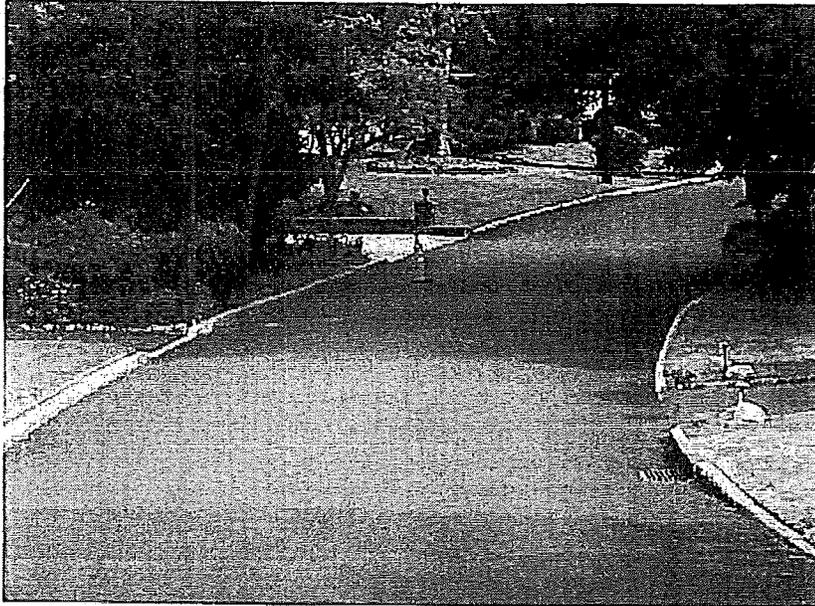


Photo No: 01

Location:	West approach, looking east.
Description:	General view.

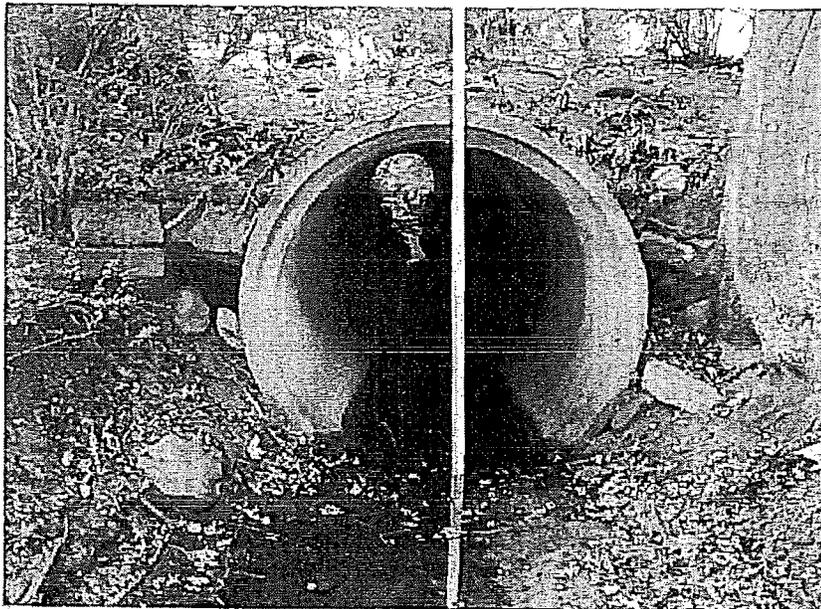


Photo No: 02

Location:	South elevation looking north.
Description:	General view.

Structure No.: 02M2710 Route: Saddlewood Drive Cycle No.: -
Name: Saddlewood Drive over Pascack Brook Tributary Insp. Date: 9/28/2015

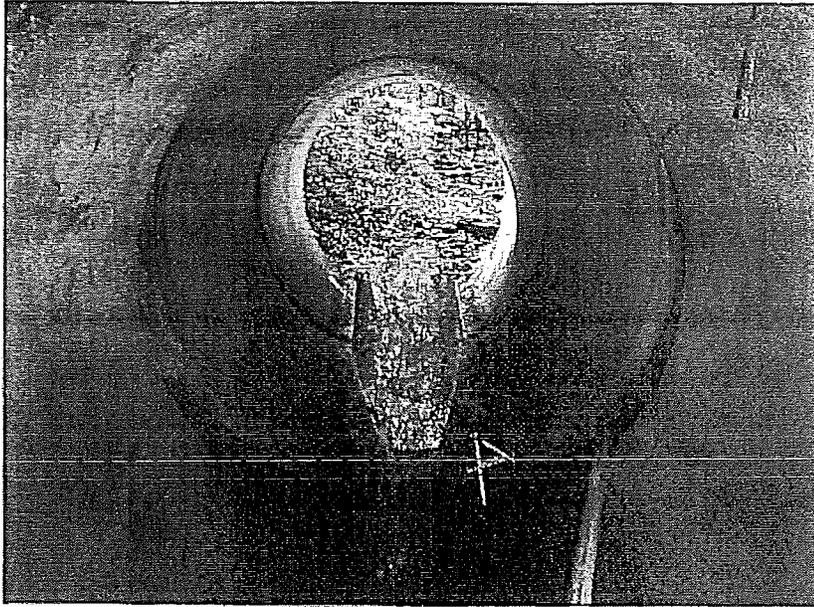


Photo No: 03

Location: Second joint from the south, looking south.

Description: The second and the third pipe segments have separated up to nine inches and have six inches of differential settlement. There is up to a three foot horizontal void adjacent to the joint.

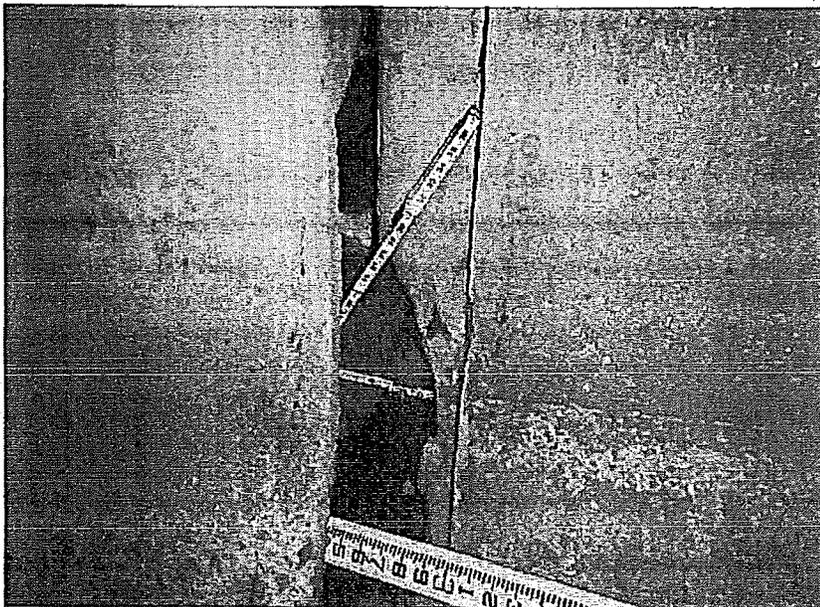


Photo No: 04

Location: Second joint from the south, looking west.

Description: There is up to a three foot horizontal void adjacent to the joint.

Structure No.: 02M2710 Route: Saddlewood Drive Cycle No.: -
 Name: Saddlewood Drive over Pascaack Brook Tributary Insp. Date: 9/28/2015

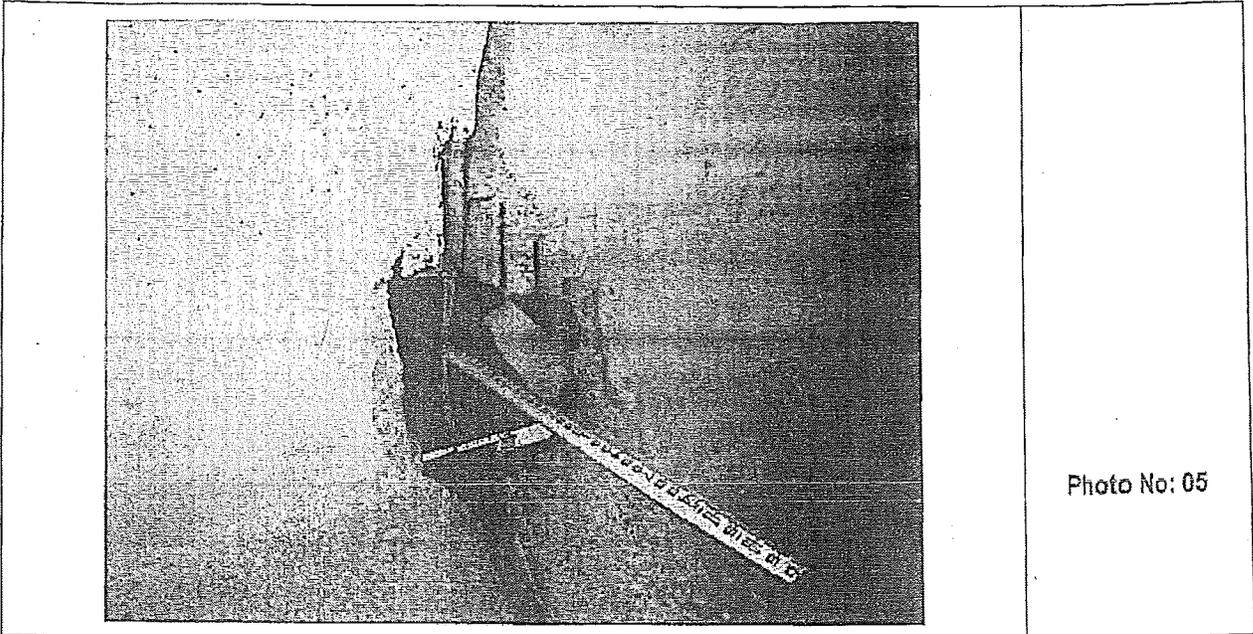


Photo No: 05

Location:	Seventh joint from the south, looking west.
Description:	Eighteen inch RCCP ends short of the culvert and a 2' x 2' chamber was constructed with block.

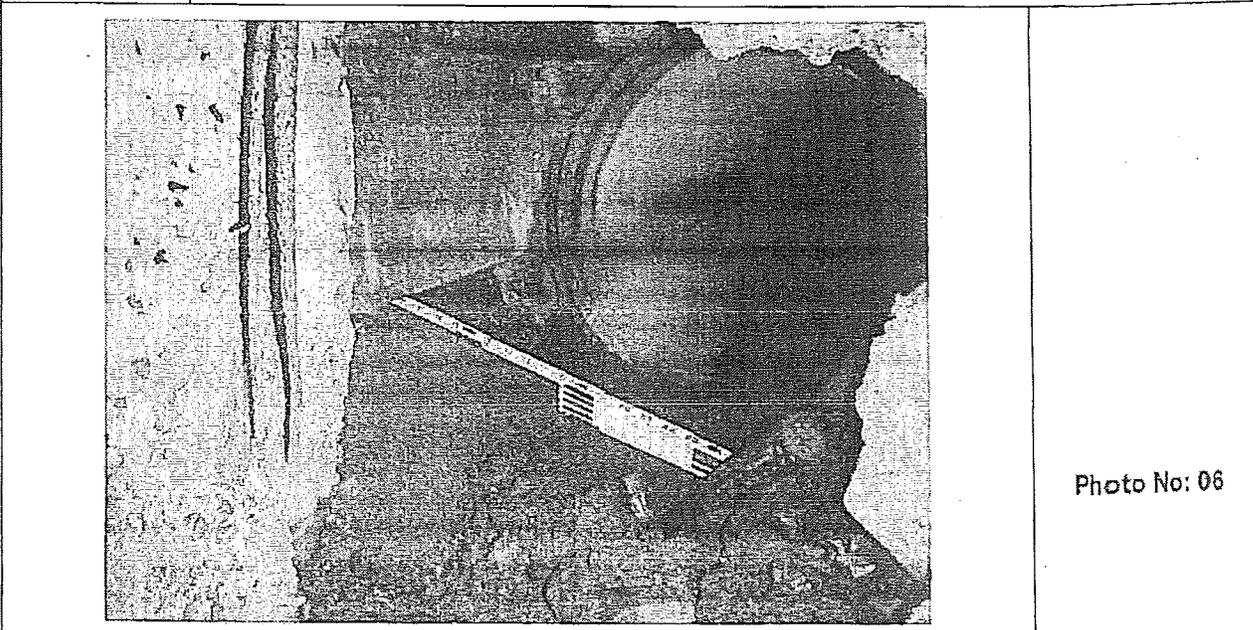


Photo No: 06

Location:	Seventh joint from the south, looking west.
Description:	The 2' x 2' chamber is missing a block and blocks on the north side have rotated out of position. The chamber lacks a concrete floor.

BOROUGH OF HILLSDALE
RESOLUTION 15---

**RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN
THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO N.J.S.A. 40a4-87
(CHAPTER 159), P.L. 1948**

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

SECTION 1

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hillsdale, in the County of Bergen, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$2,015.49 which item is now available as revenue from the New Jersey Division of Criminal Justice.

SPECIAL ITEM OF REVENUE OFF-SET WITH APPROPRIATIONS
Body Armor Fund - NJ - \$2,015.49

Pursuant to the provisions of the statute; and

SECTION 2

BE IT FURTHER RESOLVED, the like sum of \$2,015.49 be and the same is hereby appropriated under the caption of:

OPERATIONS EXCLUDED FROM "CAPS"
PUBLIC AND PRIVATE PROGRAMS OFF-SET BY REVENUE
Body Armor Fund - NJ - \$2,015.49

SECTION 3

BE IT FURTHER RESOLVED, the above is the result of funds due to the Borough of Hillsdale, from the New Jersey Alcohol Education and Rehabilitation Fund, which were not available at the time of the adoption of the 2015 budget.

NOW BE IT RESOLVED, that the Borough Clerk forward two certified copies of this resolution to the Director of Local Government Services for approval.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 8, 2015

Attest: _____
Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 15---

**RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN
THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO N.J.S.A. 40a4-87
(CHAPTER 159), P.L. 1948**

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

SECTION 1

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hillsdale, in the County of Bergen, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$4,500 which item is now available as revenue from the Department of Housing and Urban Development.

SPECIAL ITEM OF REVENUE OFF-SET WITH APPROPRIATIONS
Community Development Block Grant - Senior Activities - \$4,500

Pursuant to the provisions of the statute; and

SECTION 2

BE IT FURTHER RESOLVED, the like sum of \$4,500 be and the same is hereby appropriated under the caption of:

OPERATIONS EXCLUDED FROM "CAPS"
PUBLIC AND PRIVATE PROGRAMS OFF-SET BY REVENUE
Community Development Block Grant - Senior Activities - \$4,500

SECTION 3

BE IT FURTHER RESOLVED, the above is the result of funds due to the Borough of Hillsdale, from the Department of Housing and Urban Development, that were not available at the time of the adoption of the 2015 budget.

NOW BE IT RESOLVED, that the Borough Clerk forward two certified copies of this resolution to the Director of Local Government Services for approval.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 8, 2015

Attest:

Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 15---

**RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN
THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO N.J.S.A. 40a4-87
(CHAPTER 159), P.L. 1948**

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

SECTION 1

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hillsdale, in the County of Bergen, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$5,000 which item is now available as revenue from the Division of Highway Traffic Safety.

SPECIAL ITEM OF REVENUE OFF-SET WITH APPROPRIATIONS
Distracted Driver Grant - \$5,000

Pursuant to the provisions of the statute; and

SECTION 2

BE IT FURTHER RESOLVED, the like sum of \$5,000 be and the same is hereby appropriated under the caption of:

OPERATIONS EXCLUDED FROM "CAPS"
PUBLIC AND PRIVATE PROGRAMS OFF-SET BY REVENUE
Distracted Driver Grant - \$5,000

SECTION 3

BE IT FURTHER RESOLVED, the above is the result of funds due to the Borough of Hillsdale, from the Division of Highway Traffic Safety, that were not available at the time of the adoption of the 2015 budget.

NOW BE IT RESOLVED, that the Borough Clerk forward two certified copies of this resolution to the Director of Local Government Services for approval.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 8, 2015

Attest:

Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 15420

**MAINTAINING 4.25 FEET OF FREEBOARD YEAR ROUND IN THE
WOODCLIFF LAKE RESERVOIR BY UTILIZING A
BASE LAKE ELEVATION OF 91.0 FEET**

WHEREAS, flooding of the various brooks, streams and tributaries within the Pascack Valley Drainage Basin has been, and continues to be, a serious threat to the life, safety, welfare, quality of life, property values, and water quality within the municipalities, collectively occupying the Pascack Valley Drainage Basin; and

WHEREAS, the residents of the Borough of Hillsdale have suffered devastating damage and significant loss of property due a repetitive history of costly and dangerous floods; and

WHEREAS, the long-term solution for minimizing the risk of flooding requires the commitment of Local, County, and State level government officials and agencies, corporate stakeholders, residents whose properties border streams and tributaries, and not-for-profit environmental advocacy organizations; and

WHEREAS, the Borough of Hillsdale believes that through cooperative flood control and waterway management activities on a regionalized basis, significant savings may be realized for the tax payers within and beyond the borders of the flood affected communities; and

WHEREAS, the Borough of Hillsdale has always considered the NJDEP to be instrumental partners in assisting our municipality in reaching our goals of maintaining the highest standards in environmental health, safety, and sustainability; and

WHEREAS, the Borough of Hillsdale has been committed to protecting the environmental integrity and health of our water resources through such actions as the purchase of properties in flood prone neighborhoods for their return to natural watershed buffer and open space, encouraging property developments to include rain gardens and storm water retention basins, the stabilization of stream banks, and the replacement of antiquated sewer lines in environmentally sensitive areas and throughout the municipality; and

WHEREAS, the Borough of Hillsdale recognizes that United Water has endeavored to maintain a productive relationship with the residents and with the municipalities that constitute the ratepayers in the Pascack Valley; and

WHEREAS, the Borough of Hillsdale has supported and endorsed United Water's efforts to stabilize the Woodcliff Lake Dam; and

WHEREAS, the Borough of Hillsdale clearly recognizes the concerns for water allocation and distribution during periods of potential drought; and

WHEREAS, the Woodcliff Lake Dam Rehabilitation Improvements are expected to be completed by December, 2015, resulting in the Woodcliff Lake Reservoir water level being filled to a maximum elevation of 95.25 feet, greatly increasing the risk of flooding downstream neighborhoods; and

WHEREAS, the Woodcliff Lake Reservoir is configured in a manner which has the potential for substantial mitigation of flood damage through the maintenance of a detention capability by keeping the base elevation at 91 feet; and

WHEREAS, the Borough of Hillsdale and adjoining municipalities, believe it should be mandated that the 91 foot base elevation be utilized year round ; thus leaving 4.25 feet of freeboard to provide potential mitigation of storm damage; and

WHEREAS, the Borough of Hillsdale believes that an appropriate balance of the Public Interest mandates memorializing policy to adequately protect the health, safety, and property of the residents in flood prone neighborhoods; and

WHEREAS, the Borough of Hillsdale commissioned an engineering review of the operations for the Woodcliff Lake Reservoir Dam which has been reviewed by representatives of the Borough of Hillsdale and the results of this study recommend that the bascule gates at the dam be operated to maintain a 91 foot base water elevation in the Woodcliff Lake Reservoir twelve (12) months of the year in order to buffer the effects of, and reduce the susceptibility of flooding caused by frequent and intense precipitation events while maintaining sufficient water inventory; and

NOW, THEREFORE, BE IT RESOLVED that the Borough of Hillsdale hereby urges our County officials to support the Boroughs interest in requesting the legislature to enact, and the Governor to endorse the normal operational water level of the Woodcliff Lake Reservoir to be maintained at 91 feet elevation twelve months a year; and shall transmit a duly authenticated copy of this resolution to Governor Christie, Senate President Sweeney, Assembly Speaker Vincent Prieto, Senator Bob Smith, Chairman of the State Environmental & Energy Committee, Assemblywoman Grace L. Spencer, Chairman of the Assembly Environmental & Solid Waste Committee, all members of the NJ Senate and Assembly representing Bergen County, Department of Environmental Protection Commissioner Bob Martin, Bergen County Executive James Tedesco, the Bergen County Board of Chosen Freeholders, and all municipalities within the Pascack Valley region.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 1, 2015

Attest: _____
 Susan Witkowski
 Municipal Clerk

 Max Arnowitz
 Mayor



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, P.O. BOX 8619, WOODCLIFF LAKE, NEW JERSEY 07677

JEFFREY R. GOLDSMITH, Mayor

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HILLSDALE AND
THE BOROUGH OF WOODCLIFF LAKE FOR THE SHARED USE OF THE SENIOR TRANSPORTATION VAN IN
BOROUGH OF WOODCLIFF LAKE**

201-391-4977
FAX 201-391-8830

RESOLUTION NO. 15-265

November 23, 2015

WHEREAS, N.J.S.A. 40A:65-1 *et seq.*, the "Uniformed Shared Services and Consolidation Act," authorizes contracts between municipalities for the sharing of services within their respective jurisdictions; and

WHEREAS, the governing bodies of the Boroughs of Hillsdale and Woodcliff Lake deem it to be in the best interests of the people in their respective communities to enter into such an agreement for the sharing the use of the Senior Transportation Van.

NOW, THEREFORE, BE IT RESOLVED BY THE BOROUGH OF WOODCLIFF LAKE, Bergen County, New Jersey, pursuant to the provisions of N.J.S.A. 40A:65-1 *et seq.*, that the Borough Administrator is hereby authorized to negotiate an agreement and the Mayor is hereby authorized to execute, and the Borough Clerk to attest, to a Shared Services Agreement between the Borough of Woodcliff Lake and the Borough of Hillsdale, for the sharing of services of the use of the Senior Transportation Van, of a form approved by the Borough Attorney, a copy of which shall be on file in the office of the Borough Clerk, and available for public inspection.

ROLL CALL:

Motion: Mr. Bloom
Second : Mr. Rendo
Ayes: Mr. Belgiovine, Mr. Bloom, Mrs. Chiavelli, Mrs. Gadaleta, Mr. Panso, Mr. Rendo
Nays: None
Abstain: None
Absent: None

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of November 23, 2015.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

BOROUGH OF HILLSDALE
RESOLUTION 15---

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HILLSDALE AND THE BOROUGH OF WOODCLIFF LAKE FOR THE SHARED USE OF THE SENIOR TRANSPORTATION VAN IN BOROUGH OF WOODCLIFF LAKE

WHEREAS, *N.J.S.A. 40A:65-1 et seq.*, the "Uniformed Shared Services and Consolidation Act," authorizes contracts between municipalities for the sharing of services within their respective jurisdictions; and

WHEREAS, the governing bodies of the Boroughs of Hillsdale and Woodcliff Lake deem it to be in the best interests of the people in their respective communities to enter into such an agreement for the sharing the use of the Senior Transportation Van.

NOW, THEREFORE, BE IT RESOLVED BY THE BOROUGH OF HILLSDALE, Bergen County, New Jersey, pursuant to the provisions of *N.J.S.A. 40A:65-1 et seq.*, that the Borough Administrator is hereby authorized to negotiate an agreement and the Mayor is hereby authorized to execute, and the Borough Clerk to attest, to a Shared Services Agreement between the Borough of Woodcliff Lake and the Borough of Hillsdale, for the sharing of services of the use of the Senior Transportation Van, of a form approved by the Borough Attorney, a copy of which shall be on file in the office of the Borough Clerk, and available for public inspection.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 8, 2015

Attest: _____

Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

RECEIVED

NOV 16 2015

Margaret Hanna

From: Margaret Hanna [margaret@teamhanna.com]
Sent: Wednesday, November 04, 2015 1:45 PM
To: 'Witkowski@HillsdaleNJ.org'
Cc: 'Mary'; 'Sullivan5205@yahoo.com'
Subject: Hillsdale Owned Property: Oak Street, Hillsdale BLOCK: 719 LOT: 9
Attachments: MapBlock719Lot9.tif

Initial: 

Sue Witkowski,

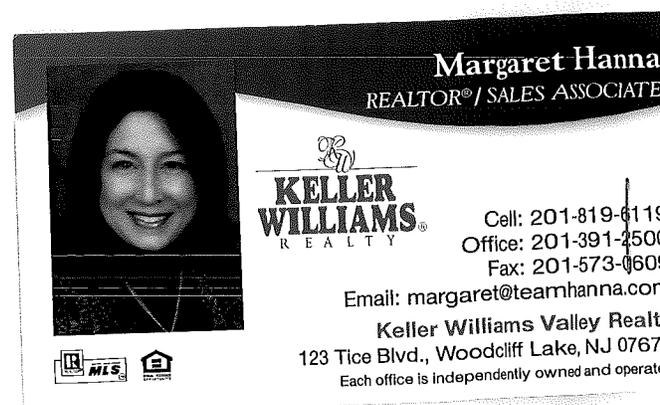
Thank you for talking with me today. Per your request I'm sending an e-mail to you be forwarded to the Hillsdale government body with my questions. Thank you for your help.

I presently have a lovely home listed for sale at 7 oak Street, Hillsdale: Block 719, lot 1, the present lot the home is on measures 50 x 100, and is located in the 100 year flood zone. Next door to my listing is a vacant lot, block 519, lot 9, which is also located in the 100 year flood zone. We now have a buyer considering making an offer on 7 Oak, who is interested in considering purchasing the Borough of Hillsdale's lot next door, if Hillsdale would sell that property. They also would consider if Hillsdale was just interested in subdividing the land and just selling the portion of the property directly next to 7 Oak, that is the part of the land they are most interested in.

Would the town of Hillsdale be interested in selling a portion or the whole town owned property on Oak Street: Block 719, Lot 9?

Best Regards,
Margaret

Margaret Hanna
Keller Williams Valley Realty
123 Tice Blvd.
Woodcliff lake, NJ 07677
www.TeamHanna.com
Margaret@TeamHanna.com
Cell (201) 819-6119
Direct (201) 666-4326

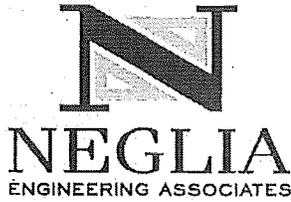


Margaret Hanna
REALTOR® / SALES ASSOCIATE

KELLER WILLIAMS
REALTY

Cell: 201-819-6119
Office: 201-391-2500
Fax: 201-573-0600
Email: margaret@teamhanna.com

Keller Williams Valley Realty
123 Tice Blvd., Woodcliff Lake, NJ 07677
Each office is independently owned and operated



Joseph E. Neglia, PE, PP, PLS
CEO, Chairman of the Board

Michael J. Neglia, PE, PP, PLS
President

Gregory Polyniak, PE, PP

Michael F. Berliner

Thomas R. Solfaro, PE, CME

Daniel Kaufman, PE, PP

Brian Intindola, PE

Civil Engineering

Municipal Engineering

Landscape Architecture

Traffic Engineering

Planning

Land Surveying

Construction Management

Locations:

■ 34 Park Avenue
P.O. Box 426
Lyndhurst, NJ 07071
Tel: 201.939.8805
Fax: 201.939.0846

■ 1119 Raritan Road
Suite 2
Clark, NJ 07066
Tel: 732.943.7067
Fax: 732.943.7249

www.negliaengineering.com

September 1, 2015

Via: E-mail & Regular Mail

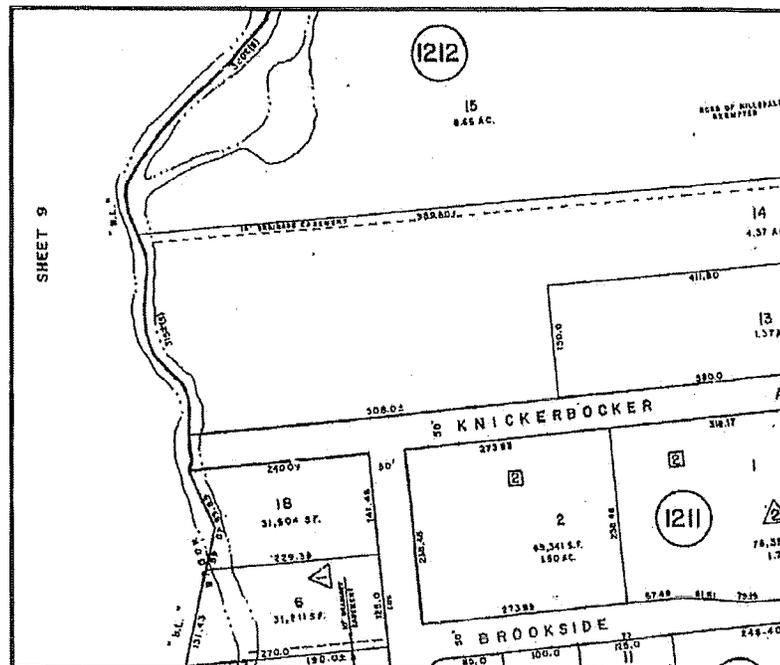
Ms. Susan Witkowski, RMC
Borough Administrator/Municipal Clerk
Borough of Hillsdale
380 Hillsdale Avenue
Hillsdale, New Jersey 07642

**Re: PSE&G Knickerbocker Avenue Roadway Vacation Report
Vicinity of Block 1212, Lot 14 & Block 1209, Lot 18 (Knickerbocker Ave.)
Borough of Hillsdale, Bergen County, New Jersey
NEA Job No.: HIDLADM15.001**

Dear Ms. Witkowski:

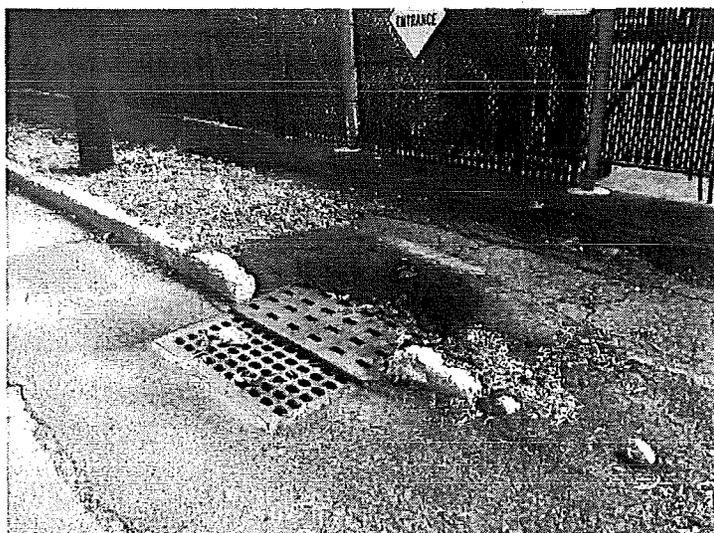
As requested by the Governing Body at the August 11, 2015 Mayor and Council Meeting, Neglia Engineering Associates has reviewed the Public Service Electric and Gas Company's (PSE&G) proposal for the vacation of Knickerbocker Avenue, west of Prospect Place. Knickerbocker Avenue contains an existing right-of-way of fifty (50) feet from Prospect Place to its terminus at the Pascack Brook.

The proposed vacation consists of an area of approximately 12,196 square feet (0.28 acres), fifty (50) feet wide, and average length of approximately two-hundred forty-four (244) feet and is located between Block 1212, Lot 14 (PSE&G property) and Block 1209, Lot 18 (Private Property). We understand that PSE&G intends to purchase or has purchased Lot 18. The area is shown below, as per the current Borough of Hillsdale Municipal Tax Map Sheet No. 12.



Neglia Engineering Associates performed a site inspection on August 27, 2015 to evaluate the impact of the roadway vacation as it relates to municipal utilities, private utilities, access to water bodies, and maintenance of drainage systems. During the inspection, several utilities were identified that were or appeared to be within the proposed roadway vacation area. These utilities and their locations are identified below:

1. Storm Drainage: An outfall pipe, along with rip-rap outlet protection were identified along the northern limits of Knickerbocker Avenue. Based upon visual inspection, it appears that runoff for a portion of Knickerbocker Avenue is collected by two inlets located approximately 275 feet east of Prospect Place. These inlets convey runoff to the aforementioned outfall (See Photos Ex. A and Ex. B below). From the outfall (approximate size 18 inches), stormwater runoff is conveyed through a channel that is parallel to the northern limits of Knickerbocker Avenue discharging to the Pascaek Brook (See Photo Ex. C below).



Exhibits: A and B

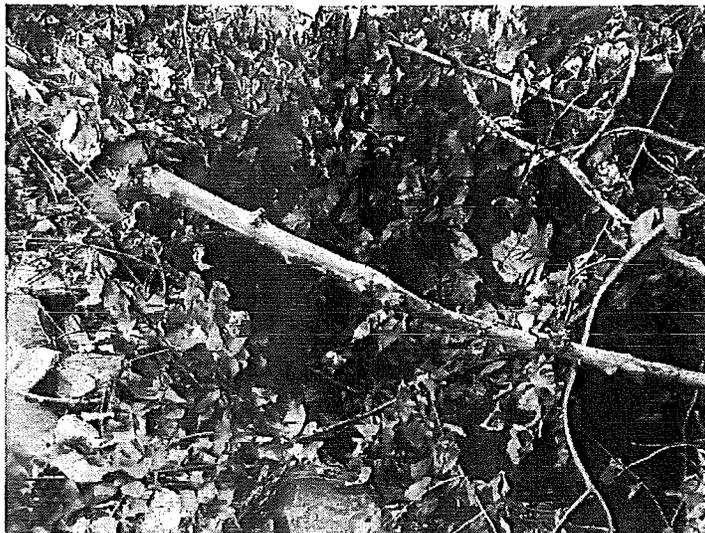


Exhibit: C

2. Sanitary Systems: A ten (10) inch ductile iron sanitary main conveys sewage in a westerly directly through the center of Knickerbocker Avenue across Pascack Brook (See Photo Ex. D below). In addition, a separate sanitary sewer traverses perpendicular to Knickerbocker Avenue approximately one hundred forty (140) feet west of Prospect Place (See Photo Ex. E below). Currently, the main that traverses perpendicular to Knickerbocker Avenue is contained within an existing twenty-five (25) foot sanitary sewer easement as shown on the submitted preliminary Right-of-Way Vacation plan prepared by Shehzad C. Khan of PSEG dated August 11, 2015.

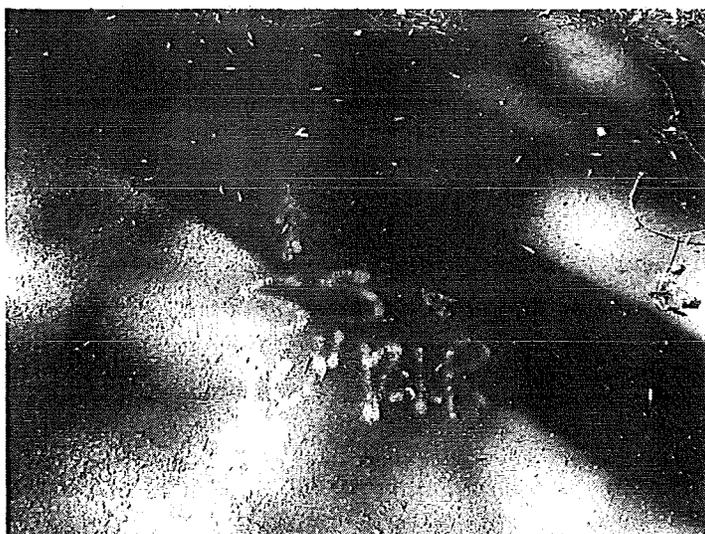


Exhibit: D

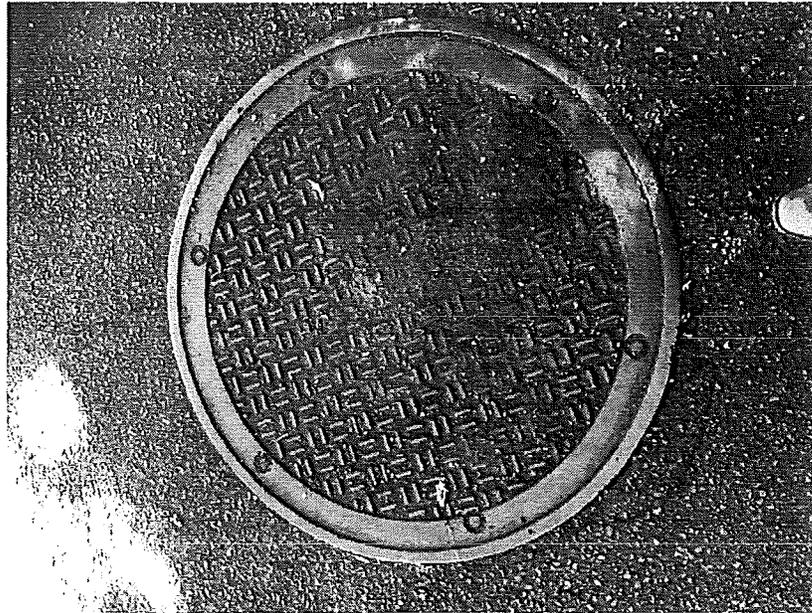


Exhibit: E

3. Water Mains: A thirty (30) inch water main conveys water parallel to Knickerbocker Avenue through the center of Knickerbocker Avenue across Pascack Brook (See Photo Ex. F below). This watermain is owned / operated by United Water.

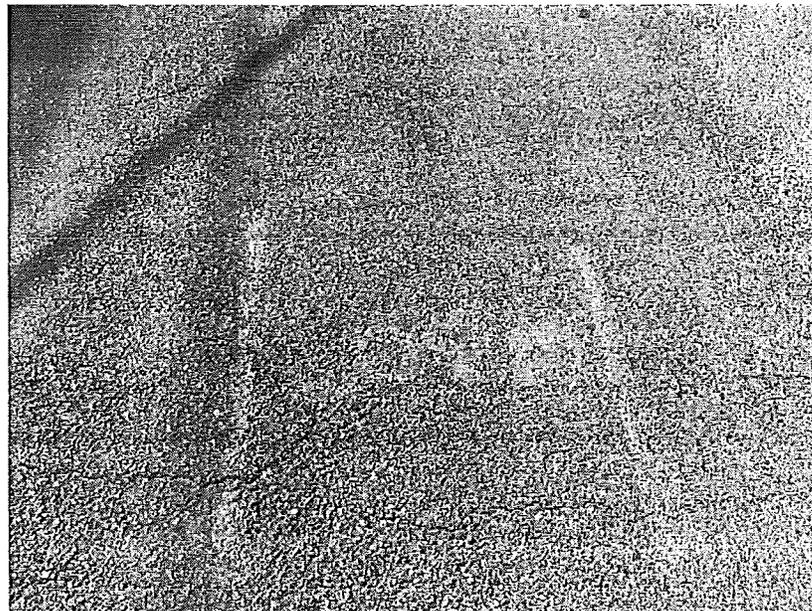


Exhibit: F

4. Cable, Telephone, Fiber Optics, and other aerial utilities: Three utility poles are located within the Knickerbocker Avenue. In addition to the electric service on the poles, it appears that other lower hanging utilities are present such as cable, telephone, etc. (See Photo Ex. H below).

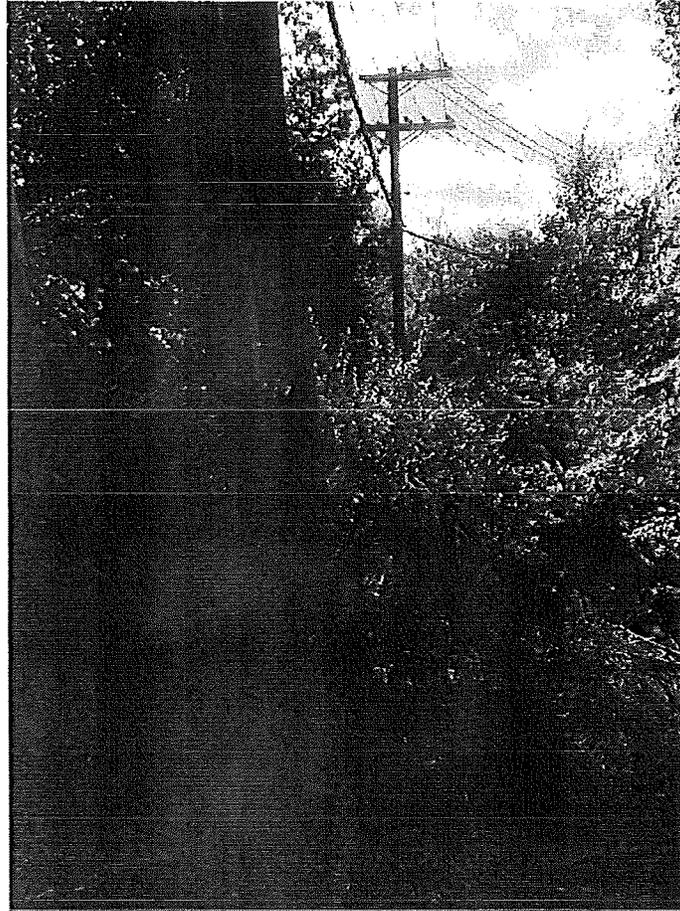


Exhibit: H

Based upon the information noted above and through visual inspection, easements are required for the existing utilities within the roadway that will be vacated. With respect to the easement sizes, we recommend the following:

- a) Maintain the existing twenty-five (25) foot sanitary sewer easement that traverses perpendicular to Knickerbocker Avenue.
- b) Provide a twenty (20) foot sanitary sewer easement for the existing sewer centrally located within Knickerbocker Avenue if the sewer is not more than fifteen (15) feet deep. For sewers that are more than fifteen (15) feet deep, easements shall be a minimum of thirty (30) feet wide. The depth of the sewer shall be measured from the design invert of the pipe to the surface of the proposed final grading.
- c) Contact United Water to identify the easement requirements for the existing thirty (30) inch water main. The applicant shall note that the watermain does not traverse parallel as shown on the submitted



preliminary Right-of-Way Vacation Plan, based upon on-site visual inspection. The watermain will be accurately identified on the Final Plan.

- d) Provide an easement for the maintenance of the existing drainage system. This easement will include the existing pipe, outfall, rip-rap, the conveying channel and ten (10) beyond the top of banks.
- e) Provide an easement for the aerial utilities located on the existing utility poles including, but not limited to cable, fiber optics, telephone, in accordance with the respective utility companies.

In addition to the above, Neglia Engineering Associates has the following recommendations / comments:

- a) We recommend that the Borough of Hillsdale forward this report to the Borough Fire Department, Police Department, Ambulance Corps., and Office of Emergency Management to identify any specific easement requirements by each Department. Access to the Pascack Brook shall be reviewed and considered.
- b) Upon input from all the parties identified in this report, Neglia Engineering Associates will prepare a Right-of-Way Vacation Plan with all the easements and sizes identified.
- c) Permanent structures will not be permitted within the easement areas.
- d) The inverts of the existing sanitary sewer systems will be identified within the Right-of-Way Vacation Plan.

It shall be noted that Andrew Lojek of PSE&G has scheduled a roadway vacation kickoff meeting on September 9, 2015 at 11:00 a.m. at the terminus of Knickerbocker Avenue. Our office will attend this meeting and provide a subsequent report addressing the proceedings at this meeting. We recommend that a Borough representative attend this meeting to address and municipal specific questions.

Neglia Engineering trusts you will find the above in order. Should you have any questions, require additional information, or would like our office to proceed with any of the surveying / engineering services related to this matter, please do not hesitate to contact this office.

Very truly yours,
Neglia Engineering Associates

A handwritten signature in black ink, appearing to read 'Gregory J. Polyniak'.

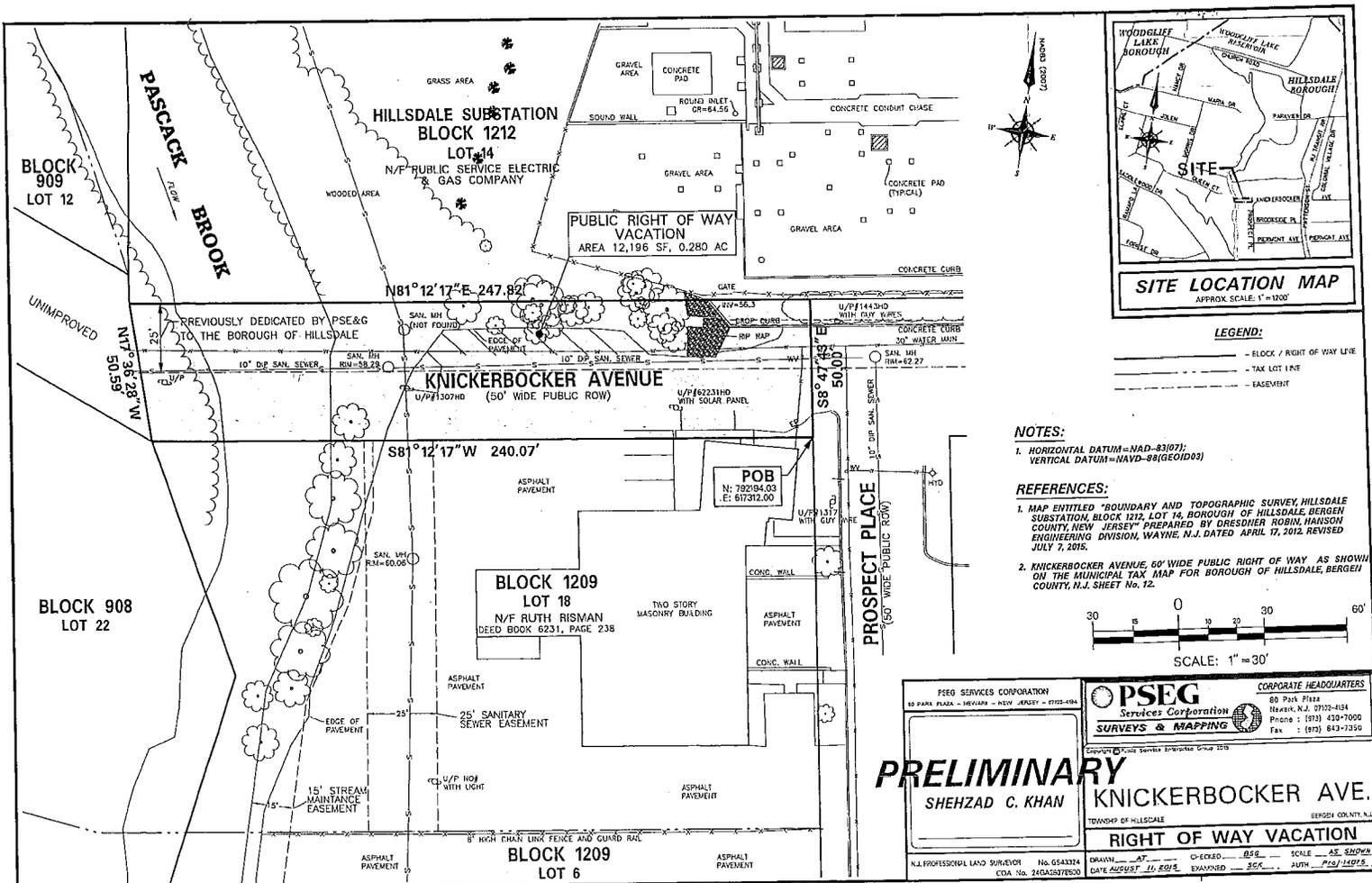
Gregory J. Polyniak, P.E., P.P., C.P.W.M., C.M.E.
For the Borough Engineer
Borough of Hillsdale

Very truly yours,
Neglia Engineering Associates

A handwritten signature in black ink, appearing to read 'David Juzmeski'.

David Juzmeski, P.E., P.P.
For the Borough Engineer
Borough of Hillsdale

cc: Mayor & Council (via: Regular Mail)
Mark D. Madaio, Esq. (via: Email and Regular Mail)



Plot Date: 8/11/2015 10:24:40 AM

File: G:\Projects\Electrical\Site Plan\Pr1-14075 ES Hillside\DC\Hillside-StrasVac\vacation.dgn

RECEIVED

NOV 10 2015

Initial: *MC*

MATTHEW A. CAVALLO
168 Hilltop Court
Pompton Lakes, New Jersey 07470
Phone (973) 703-4070
Email cavallo.matthew@gmail.com

November 10, 2015

Mrs. Susan Witkowski, Borough Clerk/Administrator
Borough of Hillsdale
380 Hillsdale Avenue
Hillsdale, New Jersey 07642

Dear Susan;

As you already know, I have accepted an offer as the Township Manager for the Township of Verona. Since I will no longer be in the area of the Pascack Valley, I feel it necessary to tender my resignation as the Qualified Purchasing Agent for the Borough of Hillsdale effective December 31, 2015.

I hope that we will stay in touch as I begin this new chapter in my career. I wish you and the entire staff continued success in the future.

Sincerely,

Matthew A Cavallo
MATTHEW A. CAVALLO

BOROUGH OF HILLSDALE
ORDINANCE NO. 15-20
(Introduction)

**AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE,
AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO
PERSONS HOLDING CERTAIN OFFICE AND POSITIONS OF
EMPLOYMENT IN THE BOROUGH OF HILLSDALE, COUNTY OF
BERGEN, STATE OF NEW JERSEY**

BE IT ORDAINED by the Borough Council of the Borough of Hillsdale, in the County of Bergen, and State of New Jersey as follows:

SECTION 1. The rate of compensation of persons holding any of the hereafter named offices and positions of employment, which compensation shall be on an annual basis unless otherwise specified, is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment. Whenever there shall be set forth a minimum and maximum rate of compensation the employee or officer shall be compensated at an annual rate within such range.

SECTION 2. Each employee set forth in this Section shall receive annual compensation as set forth below.

		MINIMUM	MAXIMUM
1	Mayor	8,800.00	9,180.00
2	Councilmembers	5,880.00	6,000.00
3	Police Chief	158,000.00	168,353.00
4	Police Captain	149,000.00	158,000.00
5	Police Lieutenant	138,000.00	158,000.00
6	Borough Administrator	29,400.00	31,000.00
7	Borough Clerk	68,400.00	74,000.00
8	Office Clerk- <i>per hour</i>	15	30
9	Executive Assistant- <i>per hour</i>	12	25
10	Chief Financial Officer	79,000.00	81,000.00
11	Qualified Purchasing Agent	980.00	2,500.00
12	Assistant Managers-Finance	55,869.00	60,000.00
13	Tax Collector	39,843.00	42,300.00
14	Tax Assessor	20,291.00	21,543.00
15	Assistant Managers-Finance	21,032.00	22,330.00
16	Superintendent of Public Works	70,000.00	72,000.00

17	Recycling Coordinator	980.00	4,000.00
18	Sewer Operator	3,528.00	3,672.00
19	Emergency Call Out- <i>per hour</i>	75	75
20	Fire Official	9,800.00	10,200.00
21	Municipal Judge	16,843.00	17,530.00
22	Court Administrator	47,178.00	50,100.00
23	Public Defender	4,058.00	4,223.00
24	Prosecutor	10,821.00	11,490.00
25	Welfare Director	14,039.00	14,905.00
26	Community Activities Director	12,750.00	13,536.00
27	Recreation Director	15,219.00	16,158.00
28	Construction Official	19,500.00	20,765.00
29	Building Sub-Code Official	19,500.00	20,765.00
30	Electrical Sub-Code Official	14,484.00	15,500.00
31	Zoning Official-P/T per hour	25	30
32	Code Official-P/T per hour	25	30
33	Fire Prevention Coordinator/Secretary P/T per hour	25	30
34	Fire Inspector- <i>per hour</i>	10	35
35	Board Secretary-Health/Recreation includes minutes- <i>per meeting</i>	19	50
36	Borough Temporary Worker	10	50
37	Borough Per-Diem Worker	10	50
38	DPW Seasonal Worker	10	45
39	DPW Per-Diem Worker	10	45

SECTION 3. If an employee performed a unique assignment of exceptional value to the Borough requiring significant time and effort in addition to his/her usual responsibilities, the Borough Council may grant a bonus not to exceed \$5,000 to this employee.

SECTION 4. The compensation fixed and determined by this Ordinance for the persons holding the respective offices and positions of employment herein named, shall, except as otherwise provided by statute, ordinance or resolution, be in lieu of all other fees, costs and charges received and collected by such offices and employees shall remit such funds promptly to the Borough Treasurer.

SECTION 5. All ordinances and resolutions inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistencies.

SECTION 6. This Ordinance shall take effect immediately after final passage (in accordance with state law), approval (in accordance with state law), and publication of notice thereof as required by law, and the provisions of this Ordinance shall be retroactive to January 1, 2015.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: November 10, 2015

 Susan Witkowski
 Municipal Clerk

 Max Arnowitz
 Mayor

BOROUGH OF HILLSDALE
ORDINANCE NO. 14-13
(Adopted)

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICE AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF HILLSDALE, COUNTY OF BERGEN, STATE OF NEW JERSEY

BE IT ORDAINED by the Borough Council of the Borough of Hillsdale, in the County of Bergen, and State of New Jersey as follows:

SECTION 1. The rate of compensation of persons holding any of the hereafter named offices and positions of employment, which compensation shall be on an annual basis unless otherwise specified, is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment. Whenever there shall be set forth a minimum and maximum rate of compensation the employee or officer shall be compensated at an annual rate within such range.

SECTION 2. Each employee set forth in this Section shall receive annual compensation as set forth below.

		MINIMUM	MAXIMUM
1.	Mayor	8,800.	9,180.
2.	Councilmembers	5,880.	6,120.
3.	Police Chief	156,000.	168,353.
4.	Police Captain	149,000.	155,403.
5.	Police Lieutenant	135,000.	145,000.
5.	Borough Administrator	29,400.	30,600.
6.	Borough Clerk	68,600.	71,400.
7.	Deputy Borough Clerk	41,737.	43,440.
8.	Executive Assistant- <i>per hour</i>	12.	25.
9.	Chief Financial Officer- <i>per hour</i>	66.	70.
10.	Qualified Purchasing Agent	980.	2040.
11.	Assistant Managers-Finance	55,869.	58150.
12.	Tax Collector	39,843.	41,469.
13.	Tax Assessor	20,291.	21,120.
14.	Assistant Payroll Manager	21,032.	21,891.
15.	Superintendent of Public Works	78,400.	81,600.
16.	Recycling Coordinator	980.	3,570.
17.	Sewer Operator	3,528.	3,672.
	Emergency Call Out- <i>per hour</i>	75.	75.
18.	Fire Official	9,800	10,200
19.	Municipal Judge	16,843.	17,530.
20.	Court Administrator	47,178.	49,103.
21.	Public Defender	4,058.	4,223.
22.	Prosecutor	10,821.	11,262.
23.	Welfare Director	14,039.	14,612.
24.	Community Activities Director	12,749.	13,270.
25.	Recreation Director	15,219.	15,840.
26.	Construction Official	19,557.	20,356.

27.	Building Sub-Code Official	19,557.	20,356.
28.	Electrical Sub-Code Official	14,484.	15,075.
29.	Zoning Official-P/T per hour	25.	30.
30.	Code Official-P/T per hour	25.	30.
31.	Fire Prevention Coordinator/Secretary P/T per hour	25.	30.
32.	Fire Inspector- <i>per hour</i>	10.	35.
33.	Board Secretary-Health/Recreation includes minutes- <i>per meeting</i>	19.	51.
34.	Borough Temporary Worker	10.	50.
35.	Borough Per-Diem Worker	10.	50.
36.	DPW Seasonal Worker	10.	45.
37.	DPW Per-Diem Worker	10.	45.

SECTION 3. If an employee performed a unique assignment of exceptional value to the Borough requiring significant time and effort in addition to his/her usual responsibilities, the Borough Council may grant a bonus not to exceed \$5,000 to this employee.

SECTION 4. The compensation fixed and determined by this Ordinance for the persons holding the respective offices and positions of employment herein named, shall, except as otherwise provided by statute, ordinance or resolution, be in lieu of all other fees, costs and charges received and collected by such offices and employees shall remit such funds promptly to the Borough Treasurer.

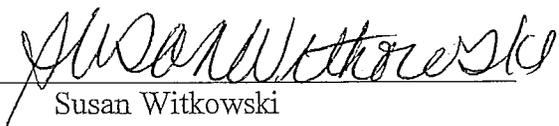
SECTION 5. All ordinances and resolutions inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistencies.

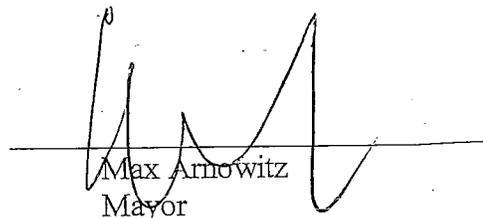
SECTION 6. This Ordinance shall take effect immediately after final passage (in accordance with state law), approval (in accordance with state law), and publication of notice thereof as required by law, and the provisions of this Ordinance shall be retroactive to January 1, 2014.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason					x		
Frank, Douglas			x				
Kelley, Thomas	x		x				
Looes, Chrisoula			x				
Meyerson, Lawrence		x	x				
Pizzella, Frank			x				

Adopted: August 12, 2014

Attest:


Susan Witkowski
Municipal Clerk


Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 15---

**CANCELLATION OF TAX OVERPAYMENTS OR
DELINQUENT AMOUNTS LESS THAN \$10.00**

WHEREAS, the 2015 Borough of Hillsdale Tax records indicate overpayments and delinquent amounts less than \$10.00; and

WHEREAS, N.J.S.A. 40A:5-17.1 permits the cancellation of property tax refunds or delinquent amounts less than \$10.00; and

NOW, THEREFORE, BE IT RESOLVED, the Mayor and Council of the Borough of Hillsdale hereby authorizes the Tax Collector, to cancel tax amounts of \$10.00 as deemed necessary for the year 2015.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 8, 2015

Attest: _____
Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

**BOROUGH OF HILLSDALE
RESOLUTION 15252**

**TO PROVIDE FOR A MEETING NOT OPEN TO THE PUBLIC IN
ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN
PUBLIC MEETINGS ACT N.J.S.A. 10:4-12**

WHEREAS, the Borough Council of the Borough of Hillsdale is subject to certain requirements of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Borough Council of the Borough of Hillsdale to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12(b) and designated below:

- (1) Matters required by law to be confidential.
- (2) Matters where the release of information would impair the right to receive funds.
- (3) Matters involving individual privacy.
- (4) Matters relating to collective bargaining agreements-unions and non-unions
- (5) Matters relating to the purchase, lease or acquisition of real property or the investment of public funds.
- (6) Matters relating to public safety and property.
- (7) Matters relating to litigation, negotiations and the attorney-client privilege –SOBER litigation;COAH; shared services WCL
- (8) Matters relating to the employment relationship
- (9) Matters relating to the potential imposition of a penalty.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Hillsdale assembled in public session this date that an Executive Session closed to the public be and the same is hereby authorized for discussion of matters relating to the specified items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
DeRosa, Anthony							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							
Ruocco, John							
Arnowitz, Max							

Adopted: December 1, 2015

Attest: _____
Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor